

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D.C. 20250

OFFICE OF OPERATIONS

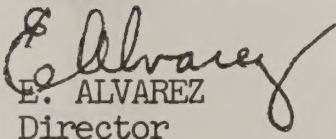
January 12, 1977

SUBJECT: Checklist of Current Secretary's Numbered Memoranda

TO: All Recipients of Secretary's Numbered Memoranda

The attached is a checklist of Secretary's Numbered Memoranda current as of December 1, 1976.

Please send any requests for copies of the current Secretary's Numbered Memoranda to the Office of Operations, Management Analysis and Composition Branch, Room 1535-S, Washington, D.C. 20250. Telephone requests or inquiries may be made to (202) 447-9215.


E. ALVAREZ
Director

Attachment

CHECKLIST OF CURRENT SECRETARY'S NUMBERED MEMORANDA AS OF 12-1-76

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>	<u>OPI</u>
1908	11-4-76	Remote Sensing Authorities and Responsibilities	OMF
1907	11-3-76	New Federal Grain Inspection Service	AMS
1906	9-22-76	National Advisory Council on Maternal, Infant and Fetal Nutrition	FNS
1905	10-22-76	National Consumer Advisory Committee	OMF
1904	10-19-76	USDA Participation in a National Agricultural Pesticide Impact Assessment Program	CRE
1903	9-23-76	Joint American Statistical Association American Agricultural Economics Association Advisory Committee on Agricultural Statistics	SRS APHIS
1902	9-13-76	Committee on Food and Safety	FNS
1901	8-27-76	Advisory Committee on Nutrition Evaluation	AMS
1900	6-9-76	Cattle Industry Advisory Committee	AMS
1899	6-8-76	Quality and Weight Discrepancies in Export Shipments of U.S. Agricultural Commodities	OGC
1898	6-1-76	USDA Program for Reclamation of Lands Affected by Mining (RECLAM)	CRE
1897	4-28-76	Flue-Cured Tobacco Advisory Committee	AMS
1895	3-5-76	Advisory Committee on Regulatory Programs	AMS
1894	2-6-76	Establishment of Employment Goals and Potential Recipients of Extension Programs	OGC
1892	1-23-76	Public Advisory Committee on Soil and Water Conservation	SCS
1891	1-19-76	General Conference Committee of the National Poultry Improvement Plan	ARS
1890	1-7-76	USDA Program for Environmental Quality	CRE
1889 R	10-28-76	Obsolete Secretary's Memoranda	OO-RDD
1888	12-4-75	Advisory Committee of Poultry Health	APHIS
1887	11-12-75	National Advisory Committee on Safety in Agriculture	OIA
1886	11-12-75	Advisory Committee on Salmonella	APHIS
1884	11-5-75	Rural Environmental Programs	ASCS

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>	<u>OPI</u>
1883	10-23-75	Departmental Rice Price Review Committee	OGSM
1879	8-20-75	USDA Trade Policy Committee	FAS
1877	7-29-75	Combined Forest Pest R & D Program Board	OGC/ CRE
1875	7-3-75	National Plant Genetics Resources Board	ARS
1874	5-27-75	National Tobacco Advisory Committee	ASCS
1873	5-27-75	Advisory Committee on Grains-Wheat, Feed Grains and Soybeans	ASCS
1872	4-9-75	National Cotton Advisory Committee	ASCS
1871 S1	5-27-76	Pacific Crest National Scenic Trail Advisory Council	FS
1871	4-9-75	Pacific Crest National Scenic Trail Advisory Council	FS
1869	4-7-75	Agricultural Policy Advisory Committee for Trade Negotiations	FAS
1868	4-7-75	Agricultural Technical Advisory Committees for Trade Negotiations	FAS
1867	3-26-75	Cascade Head Scenic-Research Area Advisory Council	FS
1866	3-21-75	Plant Variety Protection Board	AMS
1865 R	5-5-76	Inflationary Impact Statements	AGECON
1864	3-5-75	Advisory Committee on Hog Cholera Eradication	APHIS
1863	3-5-75	National Forest Grazing Advisory Boards	FS
✓1862	2-20-75	National Peanut Advisory Committee	ASCS
1861	2-14-75	National Rice Advisory Committee	ASCS
1860	2-3-75	Oregon Dunes National Recreation Area Advisory Council	FS
1859	1-27-75	Commodity Credit Corporation Advisory Board	ASCS
1856	1-13-75	Advisory Committee for the U.S. Meat Animal Research Center	ARS
1855 R	11-12-76	Perishable Agricultural Commodities-Act- Industry Advisory Committee	AMS
1852 S1	12-11-75	National Cotton Marketing Study Committee	ASCS
1852	10-22-74	National Cotton Marketing Study Committee	ASCS
1851 R	9-28-76	Advisory Committee on Foreign Animal Diseases	APHIS
1849 R	8-2-76	National Arboretum Advisory Council	ARS
1848-			
Corrected	8-13-74	Joint Activities Under Agricultural Agreements with the USSR	FAS
1840	4-29-74	Assignment of Responsibilities for USDA Activities Under Section 204 of the Appalachian Regional Development Act of 1965	FS

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>	<u>OPI</u>
1834 R	1-26-76	Citizens Advisory Committee on Civil Rights	OEO
1828	11-1-73	Official and Private Travel to the People's Republic of China by all USDA Personnel and their Dependents	FAS
1827 S1- Corrected	6-21-76	Statement of Prime Farmland, Range, and Forest Land	SCS
1827	10-26-73	Statement of Land-Use Policy	SCS
1826 R	11-12-75	Expert Panel on Nitrates and Nitrosamines	APHIS
1825 R	8-20-75	Federal Regional Council System	OIA
1824 S1	6-28-74	Role of the Designated Equal Employment Opportunity Coordinator	OP
✓1824	8-27-73	Equal Employment Opportunity Coordinators	OP
1822 S3	9-13-76	Remote Sensing User Requirement Task Force	SCS
1822	8-17-73	Remote Sensing User Requirement Task Force	SCS
1820 R	5-30-75	Advisory Committee on Meat and Poultry Inspection	APHIS
✓1817	7-19-73	Federal Executive Boards	OIA
✓1814	6-13-73	International Agricultural Development Committee	ERS
1807	3-26-73	Committee on Planning and Policy for Land Use and Land Conservation	SCS
1793 R	7-5-73	USDA Policy on Cooperatives	FCS
1783 R	2-4-75	✓Committee of Nine	CSRS
1777 S1	8-22-72	Program Evaluation System	OMF
1777	4-6-72	Planning and Budgeting System	OMF
1776 S2	3-1-73	Central Uniform Accounting System	OMF
1776 S1	4-7-72	Central Uniform Accounting System	OMF
1776	4-6-72	Central Uniform Accounting System	OMF
1773 R	10-18-73	Committee on Food and Nutrition Research	CRE
1769 R	9-16-74	Interagency Commodity Estimates Committee	ASCS
1767 R	8-19-74 Dec 14, 1976	Advisory Committee on State and Private Forestry	FS
1753	11-3-71	Operations Under the Agricultural Trade Development and Assistance Act of 1954, As Amended	OGSM
1745	10-1-71	Consultation with State and Local Officials	OIA
1736 S1	8-19-74	Clearance and Coordination of Policy, Program, and Financial Proposals	OMF
1736	7-29-71	Clearance and Coordination of Policy, Program, and Financial Proposals	OMF

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>	<u>OPI</u>
1732	5-26-71	The Rural Telephone Bank	OGC
✓1727	4-26-71	Young Executives Committee	AGECON
1725 R	12-19-74	National Advisory Council on Child Nutrition	FNS
1723 R	9-30-75	Task Force on Safety in American Agriculture	OIA
1716	1-13-71	Providing Specialized and Technical Services To States Under Title 111 of the Inter-Governmental Cooperation Act of 1968	OMF
1711	10-26-70	Coordination of USDA Work with Inter-Agency Economic Adjustment Committee	RDS
1704 R	8-13-75	Minority-Owned Banks	OEO
1695 S7	8-26-74	Effective Working Relationships with EPA	CRE
1695 S5	12-1-70	Providing Timely Information to the Public About USDA Plans and Programs with Environment Impact to Obtain the Views of Interested Parties	CRE
1695 R S4	10-25-74	Guidelines for Preparing Environmental Statements Required by Section 102(2) (C) of P. L. 91-190	CRE
1695	5-28-70	Protecting and Improving the Quality of the Environment	CRE
1689 R	4-27-72	Advance Notification to State and Local Governments to Proposed Changes in Departmental Programs	OIA
1688	4-22-70	Committee on Processed Foods	ARS
1677	12-24-69	Coordination of USDA Work with Regional Commissions	RDS
1672 R S2	9-7-73	Earth Resources Survey Committee	FS/ARS
1672 R S1	11-8-71	Earth Resources Survey Committee	FS/ARS
1672 R	6-22-70	Earth Resources Survey Committee	FS/ARS
1667 S3	8-16-73	Rural Development Program	RDS/SCS
1667 S2	6-27-73	Rural Development Program	RDS/SCS
1667 S1	10-5-72	Rural Development Program	RDS/SCS
1667	11-7-69	Rural Development Program	RDS/SCS
1665	10-9-69	Resource Conservation and Development Projects	SCS
1662 S8	6-28-76	Civil Rights Considerations of Policy Actions	OEO
1662 S7	7-2-76	USDA Equal Housing Opportunity Program	OEO
1662 S6	10-18-72	Departmental Upward Mobility Program	OP
1662 S4	12-2-71	Civil Rights Considerations of Proposed and Pending Legislation	OMF
1662 R S3	7-27-73	USDA Civil Rights Training Course	OP
1662	9-23-69	USDA Policy on Civil Rights	OEO
1661 R	7-22-76	USDA Liaison Committee on the Great Plains	ERS

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>	<u>OPI</u>
1657 R	10-31-75	Agricultural Research Policy Advisory Committee	CRE
1656 R S1	7-22-76	Board of Directors, Federal Crop Insurance Corporation	FCIC
1656 R	9-18-75	Board of Directors, Federal Crop Insurance Corporation	FCIC
1643 R	12-1-70	Department Support of Comprehensive Planning In Nonmetropolitan Districts	RDS
1640	10-21-68	Assignment of Responsibilities Under Regulations Dealing with Equal Employment Opportunity in the State Cooperative Extension Service	ES
1630 R	9-20-76	Board of Contract Appeals	Bd. of Contract Appeals
1628	1-11-68	Departmental Weed Committee	ARS
1626 R	1-26-72	Executive Manpower Board	OP
1607	11-7-66	A Unified National Program for Managing Flood Losses	SCS
1606	11-7-66	Evaluation of Flood Hazard in Locating Federally Owned or Financed Buildings, Roads, and Other Facilities, and in Disposing of Federal Lands and Properties	SCS
1597 R	9-20-76	Board of Forest Appeals	Bd. of Forest Appeals
1578 R	3-25-69	Program and Budget Review Committee	OMF
1576	5-11-65	Assignment of Responsibilities for USDA Activities Authorized Under Section 203 of the Appalachian Regional Development Act of 1965 (P.L. 89-4)	ASCS
1569 R	1-2-76	Policy on Employee's Rights to a Representation in Dealings with Management	OP
1553 R x	3-21-75	Cooperative Forestry Research Advisory Committee	CSRS
1543	8-20-63	Decentralization of Activities from the National Capital Region	OO-FMS
1542 R	2-19-75	Cooperative Forestry Research Advisory Board	CSRS
1516 R	4-27-67	Income-Producing Recreation Enterprises on Rural Non-Federal Lands	SCS
1488	2-1-62	Cooperation with Soil and Water Conservation Districts	SCS
1454 R	8-5-76	Members of the General Administration Board of the Graduate School	GS
1453 R	1-12-76	Appointment of Board of Directors of Commodity Credit Corporation	CCC

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>	<u>OPI</u>
1412 R S1	5-12-76	Joint Committee of the Department of Agriculture and the National Associa- tion of State Universities and Land-Grant Colleges on Education for Government Service	OP
1412 R	7-16-75	Joint Committee of the Department of Agriculture and the National Associa- tion of State Universities and Land-Grant Colleges on Education for Government Service	OP
1407 R	6-4-75	Appointment of Advisory Board Commodity Credit Corporation	CCC
1396	4-10-56	National Inventory of Soil and Water Conservation Needs	SCS
1365 R	5-29-69	Responsibilities for Relationships Between the Department of Agriculture and the Food and Agriculture Organi- zation	FAS

obsolete

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 19, 1977

SECRETARY'S MEMORANDUM NO. 1911

Animal and Plant Health Inspection Service Consumer Advisory Committee

1. In April of 1975 the President directed each of the Departments and Agencies in the Executive Branch to analyze their entire decision-making process to determine how additional consumer involvement could make Federal Agencies more responsive to the needs of the American consumer. The Department's Animal and Plant Health Inspection Service (APHIS) subsequently developed a Consumer Representation Plan, a key element of which was a consumer advisory committee. That committee, to be known as the Animal and Plant Health Inspection Service Consumer Advisory Committee, is hereby established.
2. By law, APHIS administers programs to protect livestock and poultry health, protect American agriculture against plant pests, assure the humane treatment of certain classes of animals, and assure that meat and poultry food products are wholesome, safe for human consumption, and truthfully and informatively labeled.
3. The nature of these programs is such that their administration regularly raises issues of considerable concern to consumers as well as the industries that are regulated. Industry viewpoints are usually readily available when the Agency considers changes in policies and procedures, but the viewpoints of persons qualified to represent consumers are not. Owing to the complexity of many of the issues requiring decisions by APHIS, it is essential that a formal mechanism be established through which the Agency can be assured of receiving the views of consumers to aid it in its decisionmaking. The Animal and Plant Health Inspection Service Consumer Advisory Committee which is hereby established will be a key part of the mechanism. Its responsibilities will be solely advisory in nature. Its establishment is in the public interest in connection with duties imposed upon the Department by law and pursuant to the President's directive of November 24, 1975, to the Departments and Agencies in the Executive Branch, to proceed at once to put their Consumer Representation Plans into effect.
4. The Committee's duties will consist of studying available information, including research reports, regulations, procedures, opinions of technical and scientific experts and the viewpoints of affected parties

for the purpose of making recommendations to the Department. The Secretary may also assign members of the Committee to serve in an ex officio capacity on other APHIS advisory committees where appropriate.

5. The Committee will have a balanced membership composed of persons representing consumer interests in all sections of the United States. It will meet a minimum of 3 times a year and terminate 2 years from the date of this memorandum. The Animal and Plant Health Inspection Service will bear the costs for the Committee, estimated at \$25,000 annually, with 0.3 man-year of staff support.

6. The Assistant Secretary, Marketing and Consumer Services, will be the Chairman to whom the Committee will report. The Administrator, Animal and Plant Health Inspection Service, will be the Vice-Chairman, and the Associate Administrator will be the Executive Secretary.

John F. Felt
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

January 26, 1977

SECRETARY'S MEMORANDUM NO. 1912

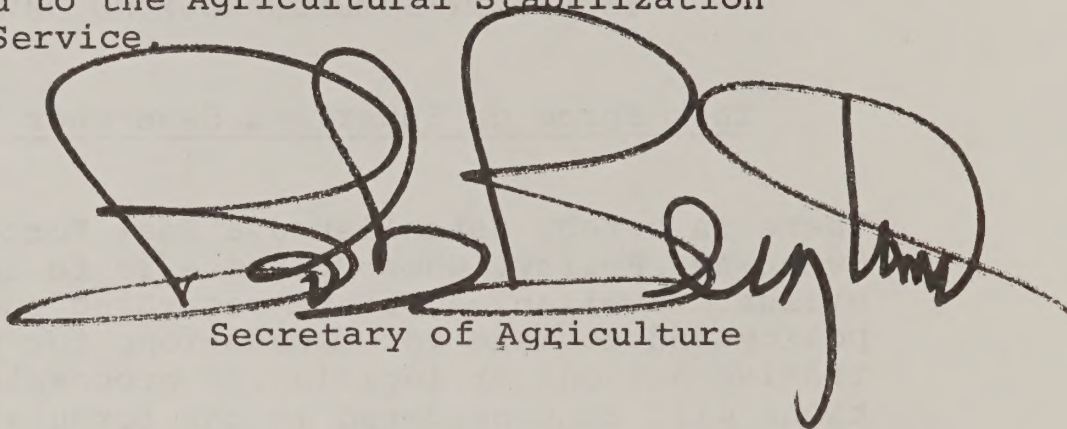
Task Force on Sugar and Sweetener Policy

There is hereby established a Task Force on Sugar and Sweetener Policy, whose purpose is to identify and evaluate available options regarding sugar and sweetener policy and to make recommendations for possible administrative actions or legislative proposals. Its recommendations will be considered in the formulation of the Department's policy regarding sugar and sweeteners. The Task Force will also render advice as to the need for legislation to solve problems currently facing the sugar industry.

The Task Force will be chaired by Robert R. Stansberry, Jr., of the Agricultural Stabilization and Conservation Service (ASCS), and will include members from ASCS, the Foreign Agricultural Service, and the Economic Research Service. The Task Force will report to the Secretary by February 15, 1977, with respect to options available for administrative action under existing authorities, and will make its recommendations regarding the need for legislation by March 1, 1977.

All agencies of the Department are authorized and directed to cooperate with the Task Force. The Task Force will have authority, in particular, (1) to obtain access to all information and files regarding sugar and other sweeteners presently maintained by the Agricultural Stabilization and Conservation Service, the Foreign Agricultural Service, the Agricultural Marketing Service, the Economic Research Service, and the Statistical Reporting Service; and (2) to obtain any other necessary resources from within the Department, including but not

limited to the temporary assignment of personnel and the availability of computer time. Fiscal support for the Task Force activities will be made available from funds appropriated to the Agricultural Stabilization and Conservation Service.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

February 23, 1977

SECRETARY'S MEMORANDUM NO. 1913

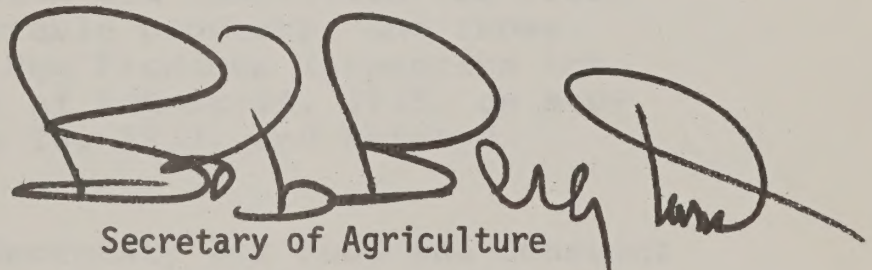
Advisory Committees

When Congress passed the Federal Advisory Committee Act, it specifically provided that committees should be established only when determined to be essential and should be terminated where it is found that they are no longer carrying out the purposes for which they were established.

A review of the committee management program reveals that many committees have been established and renewed with little thought given as to whether they are essential to the work of the Department.

Effective immediately, Assistant Secretaries shall strictly monitor all requests to establish or renew all advisory committees unless they are required by law. In determining whether to establish or renew a committee, consideration should be given to alternative means to assure public participation in the decision-making process. To the broadest extent feasible such public participation should take the form of public hearings or notices of proposed actions which allow for public comment.

A reduction in the number of advisory committees is not meant to cast any reflection on the performance of advisory committees in the past or on the work of individual members who have generally served with distinction. However, allowing broader public participation in the decision-making process than has been afforded through advisory committees will result in more responsive government.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C.

Dear Sir: I have the honor to acknowledge the receipt of your letter of the 10th inst. and in reply to inform you that the same has been forwarded to the proper authorities for their consideration. I am, Sir, very respectfully,
Yours truly,
[Signature]

Very truly,
[Signature]

I have the honor to acknowledge the receipt of your letter of the 10th inst. and in reply to inform you that the same has been forwarded to the proper authorities for their consideration. I am, Sir, very respectfully,
Yours truly,
[Signature]

I have the honor to acknowledge the receipt of your letter of the 10th inst. and in reply to inform you that the same has been forwarded to the proper authorities for their consideration. I am, Sir, very respectfully,
Yours truly,
[Signature]

I have the honor to acknowledge the receipt of your letter of the 10th inst. and in reply to inform you that the same has been forwarded to the proper authorities for their consideration. I am, Sir, very respectfully,
Yours truly,
[Signature]

I have the honor to acknowledge the receipt of your letter of the 10th inst. and in reply to inform you that the same has been forwarded to the proper authorities for their consideration. I am, Sir, very respectfully,
Yours truly,
[Signature]

[Signature]
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

March 14, 1977

SECRETARY'S MEMORANDUM NO. 1914

Redesignation of Assistant Secretaries
and Assignment of Functions

The positions of Assistant Secretary for Food and Consumer Services and Assistant Secretary for Marketing Services are hereby established. There is also hereby created within the Department a Food Safety and Quality Service.

Assistant Secretary for
Food and Consumer Services

Upon appointment, the Assistant Secretary for Food and Consumer Services is delegated the following responsibilities:

- (1) All of the programs and functions of the Food and Nutrition Service;
- (2) The present functions of the Animal and Plant Health Inspection Service relating to meat and poultry inspection, including voluntary inspection programs under the Agricultural Marketing Act of 1946, as amended (except with respect to animal byproducts), and functions under the Humane Slaughter Act, and the present functions of the Agricultural Marketing Service relating to meat and poultry grading and standardization; and
- (3) The present functions of the Agricultural Marketing Service relating to inspection and grading of dairy products, standardization and inspection for fresh and processed fruit and vegetable products, and those functions authorized by the Egg Products Inspection Act and by Section 32 of the Act of August 24, 1935, as supplemented by the Act of June 28, 1937, and related legislation.

Reporting to the Assistant Secretary for Food and Consumer Services will be the Food and Nutrition Service and the Food Safety and Quality Service.

Food Safety and Quality Service

Effective immediately, there is established within the Department a Food Safety and Quality Service, to be headed by an Administrator who will report to the Assistant Secretary for Food and Consumer Services. The Administrator will perform those responsibilities delegated to the Assistant Secretary in paragraphs (2) and (3) above.

Assistant Secretary for Marketing Services

Upon appointment, the Assistant Secretary for Marketing Services is delegated the following responsibilities:

- (1) All responsibility of the Secretary under the United States Grain Standards Act, as amended, and inspection and standardization functions related to grain under the Agricultural Marketing Act of 1946, as amended;
- (2) All the programs and functions of the Packers and Stockyards Administration;
- (3) Marketing order and all other present functions of the Agricultural Marketing Service not otherwise delegated herein; and
- (4) Veterinary services, plant protection and quarantine, and all other present functions of the Animal and Plant Health Inspection Service not otherwise delegated herein.

Reporting to the Assistant Secretary for Marketing Services will be the Federal Grain Inspection Service, the Packers and Stockyards Administration, the Agricultural Marketing Service, and the Animal and Plant Health Service.

Animal and Plant Health Service

Effective immediately, the name of the Animal and Plant Health Inspection Service is hereby changed to Animal and Plant Health Service.

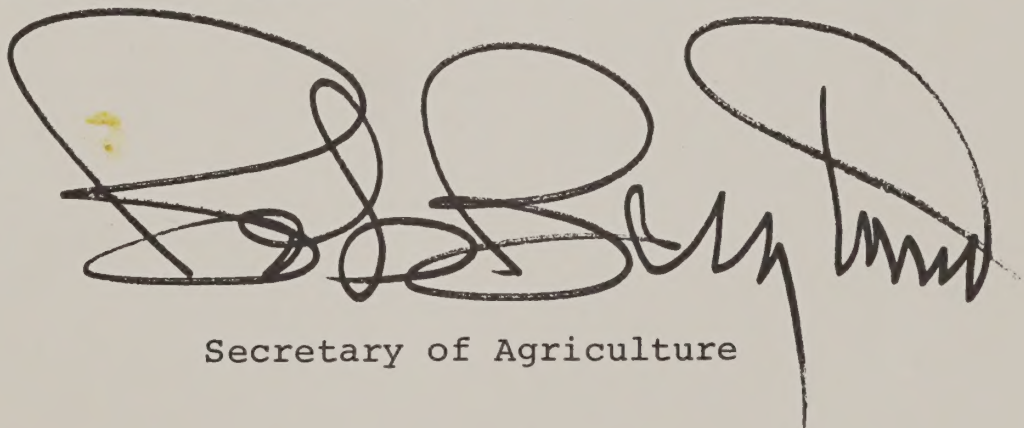
Agency officials formerly reporting to the Assistant Secretary for Marketing and Consumer Services shall report to the Assistant Secretary for Food and Consumer Services or the Assistant Secretary for Marketing Services upon their appointments in accordance with the delegations made above.

All accounting, budget, personnel, and other management support functions presently performed by the Agricultural Marketing Service and the Animal and Plant Health Inspection Service in the administration of the functions assigned to the Food Safety and Quality Service will be transferred to that Agency.

The Assistant Secretary for Administration is authorized to approve such transfers of funds, records, property, space, and personnel as may be necessary to carry out this reorganization.

The delegations of authority provided in this Memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.

The positions of Assistant Secretary for Marketing and Consumer Services and Assistant Secretary for Agricultural Economics will be discontinued upon the appointments of the Assistant Secretary for Food and Consumer Services and the Assistant Secretary for Marketing Services.

A large, stylized handwritten signature in dark ink, featuring several loops and a long horizontal stroke at the bottom.

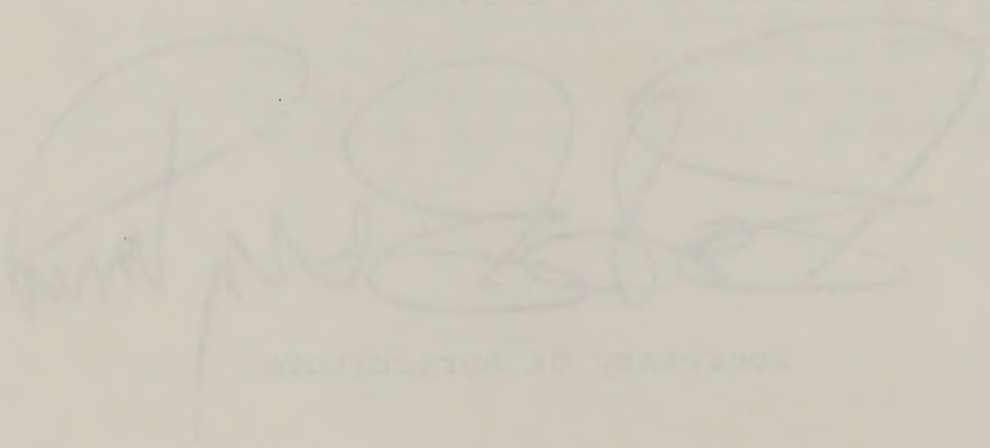
Secretary of Agriculture

AN ACT TO AMEND THE ACTS RELATIVE TO THE

...the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...

... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...

... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...
... the ... of the ... and ...


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

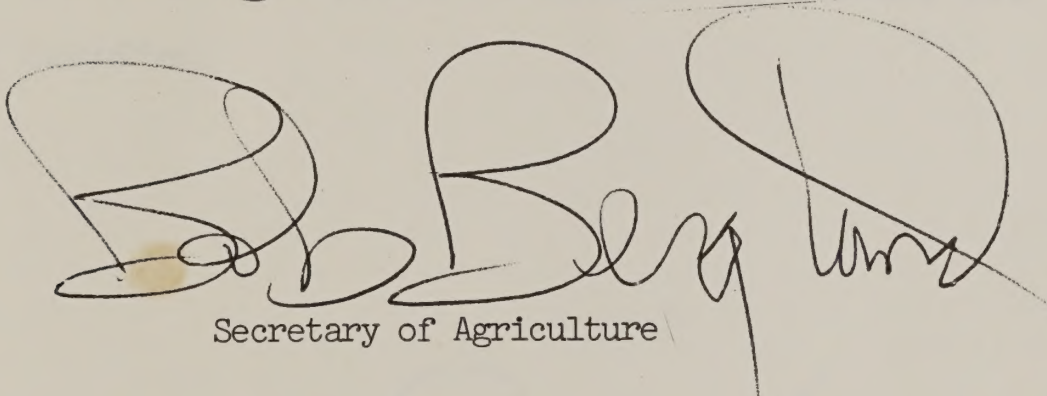
April 7, 1977

Distributed By AMS, AS,
Directives Branch
A,D

SECRETARY'S MEMORANDUM NO. 1914, SUPPLEMENT 1

Animal and Plant Health Inspection Service

Effective immediately, Secretary's Memorandum No. 1914 is amended by deleting the provisions which changed the name of the Animal and Plant Health Inspection Service to Animal and Plant Health Service. The agency shall retain the name of Animal and Plant Health Inspection Service. In all other respects, Secretary's Memorandum No. 1914 remains in effect.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C.

May 1, 1913

Division of Entomology
Washington, D. C.

My dear Mr. [Name illegible]:

I have your letter of April 25, 1913.

I am sorry that I cannot give you a more definite answer at this time. The matter is being considered by the Bureau and I will be glad to advise you again when a decision has been reached.

Very truly yours,
[Signature]

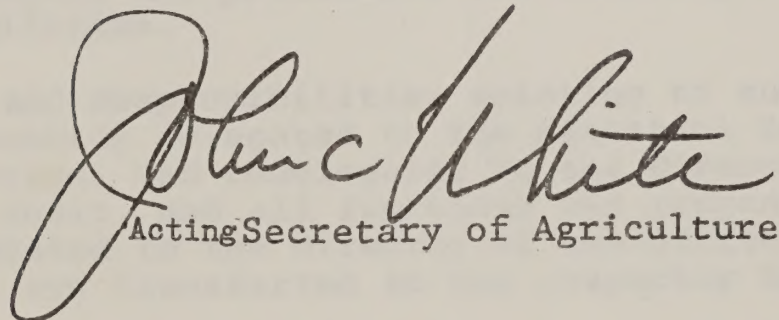
UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 20, 1977

SECRETARY'S MEMORANDUM NO. 1914, SUPPLEMENTAL 2

Delegations of Authority

The delegations of authority provided for in Secretary's Memorandum No. 1914 are hereby extended until July 12, 1977, and all previous actions thereunder are hereby ratified.


Acting Secretary of Agriculture

USDA ERS NEAD
AGRICULTURAL HISTORY
146 GHI BLDG

1

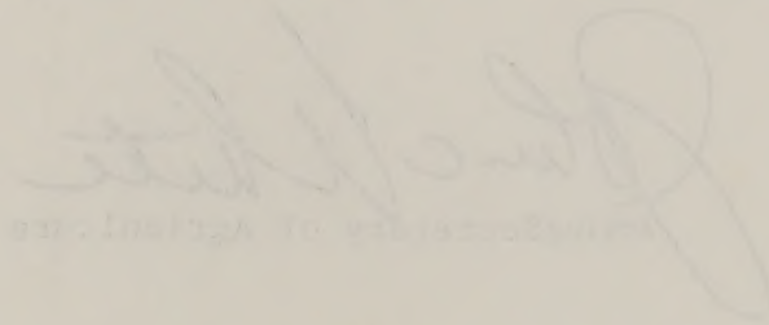
UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 10, 1957

MEMORANDUM FOR THE SECRETARY

Delegation of Authority

The delegation of authority provided for in Secretary's
Memorandum No. 1014 are hereby renewed until July 15,
1957, and all previous similar memoranda are hereby
rescinded.


John C. White
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

March 23, 1977

SECRETARY'S MEMORANDUM NO. 1915

Reestablishment of Office of the Inspector General

There is hereby reestablished in the Department an Office of the Inspector General, to be headed by an Inspector General who will report directly to the Secretary.

The Inspector General is delegated authority to direct or control audit and investigation activities within the Department, including the formulation of audit and investigative policies and procedures regarding Department programs and operations, and will analyze and coordinate program-related audit and investigation activities performed by other Departmental agencies. He will also provide for physical protection of the Secretary and will promulgate policies and procedures for security of Department facilities.

All functions and responsibilities relating to audit activities presently delegated to the Assistant Secretary for Administration, and redelegated to the Director of the Office of Audit, and all functions and responsibilities presently delegated to the Director of the Office of Investigation, are transferred to the Inspector General.

The Assistant Secretary for Administration is authorized to approve such transfers or consolidations of funds, records, property, space, and personnel as may be necessary to carry out this reorganization.

ORGANIZATION

1 (OIG)

SECRETARY'S MEMORANDUM

Reestablishment of Office of the Inspector General

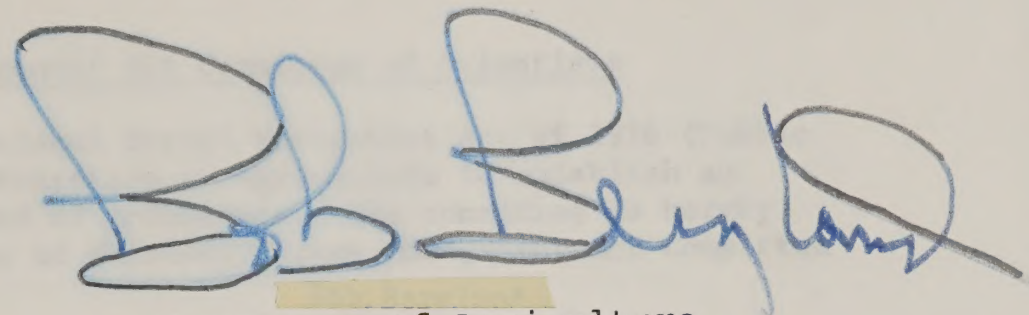
There is hereby reestablished in the Department an Office of the Inspector General, to be headed by an Inspector General who will report directly to the Secretary.

The Inspector General is delegated authority to direct or control audit and investigation activities within the Department, including the formulation of audit and investigative policies and procedures regarding Department programs and operations, and will analyze and coordinate program-related audit and investigation activities performed by other Departmental agencies. He will also provide for physical protection of the Secretary and will promulgate policies and procedures for security of Department facilities.

All functions and responsibilities relating to audit activities presently delegated to the Assistant Secretary for Administration, and related to the Director of the Office of Audit, and all functions and responsibilities presently delegated to the Director of the Office of Investigation, are transferred to the Inspector General.

The Assistant Secretary for Administration is authorized to approve such transfers or consolidations of funds, records, property, space, and personnel as may be necessary to carry out this reorganization.

The delegations of authority provided in this Memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.



Secretary of Agriculture

This memorandum incorporates the following delegations of authority:

Activities and Support. Provide general and technical advice and counsel to the Secretary of Agriculture on proposed guidelines and procedures for land management planning to ensure that an effective conservation approach is adopted and applied by the Forest Service.

New Forest Management in Design and Response and Regulatory Policy. The members of the committee will be asked during the time period in which regulations are being promulgated to the Forest Service. The committee shall monitor any promulgation of regulations, as required by the law, but no later than October 22, 1978.

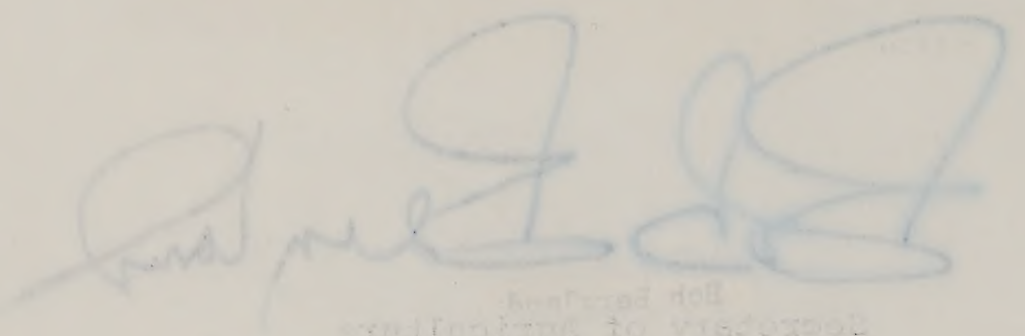
Committee Report to Secretary of Agriculture.

Support Function for: The Forest Service, National Forest System, Land Management Planning Staff.

Responsibility. The committee will establish operating guidelines within the scope of the Act. The committee will have close contact with administration and the Forest Service and the Secretary in the planning problem and the committee will report to the Secretary. Committee members will receive all necessary information and will be kept informed of the progress of the work.

Estimated Annual Operating Costs. \$50,000 with 1-1/2 man-years of staff support. Section 4(a)(3) provides that advisory committees receive compensation at a rate of \$250 per day, including travel time. While

The delegation of authority provided in this Memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.


Bob Bergland
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

April 8, 1977

SECRETARY'S MEMORANDUM NO. 1916

National Forest Management Act Committee of Scientists

Section 6(h)(1) of the National Forest Management Act of 1976 (Public Law 94-588) requires the Secretary of Agriculture to establish an advisory committee composed of scientists. The committee is hereby established under the name of National Forest Management Act Committee of Scientists.

This memorandum incorporates the charter of the committee as follows:

Objectives and Scope: Provide scientific and technical advice and counsel to the Secretary of Agriculture on proposed guidelines and procedures for Land Management Planning to assure that an effective interdisciplinary approach is proposed and adopted by the Forest Service.

Time Period Necessary to Carry Out Purpose and Termination Date: The services of the committee will be needed during the time period in which regulations are being formulated by the Forest Service. The committee shall terminate upon promulgation of regulations, as required by the Act, but no later than October 22, 1978.

Committee Reports To: Secretary of Agriculture.

Support Provided By: USDA Forest Service, National Forest System, Land Management Planning Staff.

Duties: The committee will establish operating guidelines within the scope of the Act. The committee will keep close contact with administrators of the Forest Service and the Secretary in identifying problems and questions, and in developing recommendations. Committee deliberations will embrace all parts of Section 6 of the Act.

Estimate Annual Operating Cost: \$40,000 with 1-1/2 man-years of staff support. Section 6(h)(3) provides that committee members receive compensation at a rate of \$100 per diem, including travel time. While

COMMITTEES

(Scientists)

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

April 8, 1977

MEMORANDUM FOR THE SECRETARY

SUBJECT: Forest Service, Bureau of Land Management

Section 4(b)(1) of the National Forest Management Act of 1972 (Public Law 92-58) requires the Secretary of Agriculture to establish an advisory committee to provide advice and recommendations on matters relating to the management of the National Forest System lands under the control of the Secretary of Agriculture.

This memorandum transmits the charter of the committee as follows:

Objectives and Scope: Provide scientific and technical advice and counsel to the Secretary of Agriculture on proposed guidelines and standards for land management planning to ensure that no effective interagency advisory committee is proposed and adopted by the Forest Service.

The committee shall be composed of representatives of the Forest Service, the Bureau of Land Management, and the Department of the Interior. The members of the committee shall be appointed by the Secretary of Agriculture and shall serve for a term of three years, with the understanding that the committee shall be reappointed if necessary, as required by the Act, but no later than October 31, 1978.

Committee Reports: The Secretary of Agriculture.

Support Provided: The Forest Service, Bureau of Land Management, and the Department of the Interior.

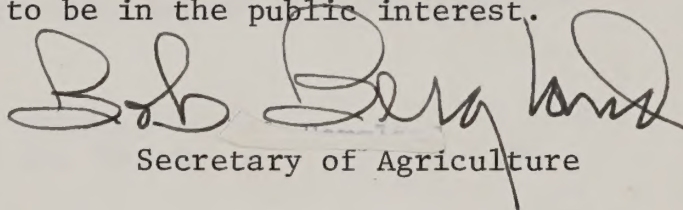
Authority: The committee will operate within the guidelines established in the Act. The committee will have access to all information and data of the Forest Service and the Bureau of Land Management, and will be authorized to conduct such investigations and studies as may be necessary to carry out its duties.

Estimated Annual Operating Costs: \$10,000 per year for the first year and \$5,000 per year thereafter. The committee will be authorized to incur such expenses as may be necessary to carry out its duties.

away from their homes or regular places of business, committee members may be allowed travel expenses, including per diem in lieu of subsistence (5 U.S.C. 5703).

Estimated Number and Frequency of Meetings: The committee should meet at an equivalent of once a month for a period of about two days. Meetings may be called either by the Chairman, with the approval of the Secretary, or by the Secretary. All meetings will be open to the public with notice given in the Federal Register at least 15 days in advance.

Officers and Membership: Membership shall consist of a maximum of 10 members appointed by the Secretary of Agriculture. The Secretary will appoint one member as Chairman of the committee. The Director of Land Management Planning, Forest Service, will serve as Executive Secretary, will attend all meetings, and have authority to adjourn meetings whenever he considers adjournment to be in the public interest.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

November 28, 1978

SECRETARY'S MEMORANDUM NO. 1916, REVISED

National Forest Management Act Committee of Scientists

The National Forest Management Act Committee of Scientists is hereby reestablished for not more than a one-year period from the date of this memorandum. The Committee will terminate when the regulations are promulgated, which may require less than a year. Reestablishment is in the public interest in connection with duties imposed upon the Department by law.

This is a national advisory committee established on October 22, 1976 in compliance with Section 6(h)(1) of the Forest Management Act of 1976 (Public Law 94-588).

Additional time is required to complete, adopt and promulgate the National Forest Management Act regulations. In order to maintain continuity in the development of the final National Forest Management Act regulations, the original membership will be reappointed. To the extent practicable the Committee will have ethnic, racial and sexual balance.

This memorandum incorporates the charter of the National Forest Management Act Committee of Scientists as follows:

Objective and Scope: Provide scientific and technical advice and counsel to the Secretary of Agriculture on proposed guidelines and procedures for Land Management Planning to assure that an effective interdisciplinary approach is proposed and adopted by the Forest Service.

Time Period Necessary to Carry Out Purpose and Termination Date: The Committee will terminate when the regulations are promulgated, which may require less, but no more than, one year from the date of this memorandum.

Committee Reports to: Assistant Secretary of Agriculture for Conservation, Research and Education.

Support Provided by: Forest Service, USDA.

Duties: The committee members shall provide scientific and technical advice and counsel to the Secretary of Agriculture on proposed guidelines and procedures for land management planning to assure that an effective interdisciplinary approach is proposed and adopted by the Forest Service.

Estimate Annual Operating Cost: \$60,000. with 1½ man-year of staff support. Section 6(h) (3) provides that committee members receive compensation at a rate of \$100 per diem, including travel time. While away from their homes or regular places of business, committee members may be allowed travel expenses, including per diem in lieu of subsistence (5 U.S.C. 5703).

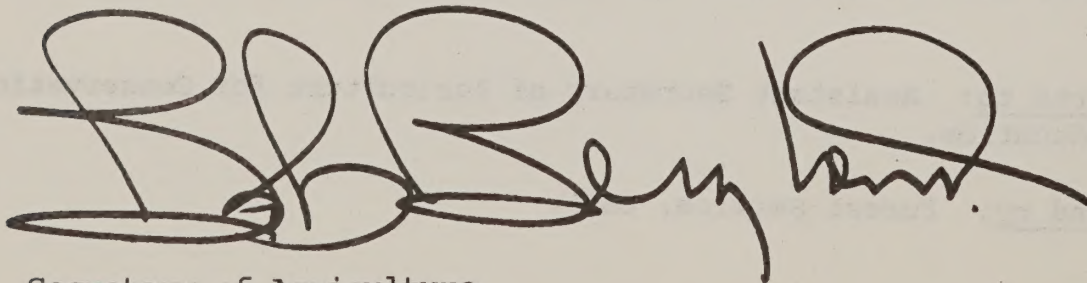
Estimated non-Federal salaries	14,000.00
Travel expenses for 7 non-Federal persons	20,600.00
Salary for professional Federal hours	10,000.00
Salary for secretarial Federal hours	6,000.00
Cost of publishing Reports to the Advisory Council	6,000.00
Total	56,600.00

The estimate of annual operating costs includes all private and public moneys to be spent by or on behalf of the Committee.

Estimated Number and Frequency of Meetings: The committee should meet at an equivalent of once a month for a period of about two days. Meetings may be called either by the Chairman, with the approval of the Secretary, or by the Secretary. All meetings will be open to the public with notice given in the Federal Register at least 15 days in advance.

Officers and Membership: Membership shall consist of seven members appointed by the Secretary of Agriculture. The Secretary will appoint one member as Chairman of the committee. The Director of Land Management Planning, Forest Service, will serve as Executive Secretary, will attend all meetings, and have authority to adjourn meetings whenever he considers adjournment to be in the public interest.

This memorandum serves as the charter for the National Forest Management Act Committee of Scientists. Secretary's Memorandum No. 1916, dated April 8, 1977, is hereby superseded.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

April 11, 1977

SECRETARY'S MEMORANDUM NO. 1917

USDA Policy Statement on Cooperatives

Family farmers have provided our Nation with an uninterrupted plentiful supply of food. Their unmatched productive ability has come through a system that combines individual initiative and cooperative action.

Congress perceives this food production method as definitely in the public interest. It has, therefore, long supported and encouraged farmers in their efforts to help themselves. Of many legislative actions, the most notable have been passage of the Capper-Volstead Act in 1922 and the Cooperative Marketing Act in 1926. Few acts serve our people so well.

As a farmer who uses cooperatives, I know their value as a business extension of the farm operation. The cooperative is absolutely necessary for family farmers to compete with other sectors of our highly organized business economy.

As a member of Congress, I stood strongly in favor of cooperatives not only for what this form of private enterprise has done for farmers, but also because cooperatives represent our Democratic principles applied to business.

As Secretary of Agriculture, therefore, I have both a public and a personal interest in stating that the Department's policy is to offer maximum encouragement and support to family farmers and their cooperatives.

This support must fully meet both the spirit and intent of the laws and policy directives of Congress, to include:

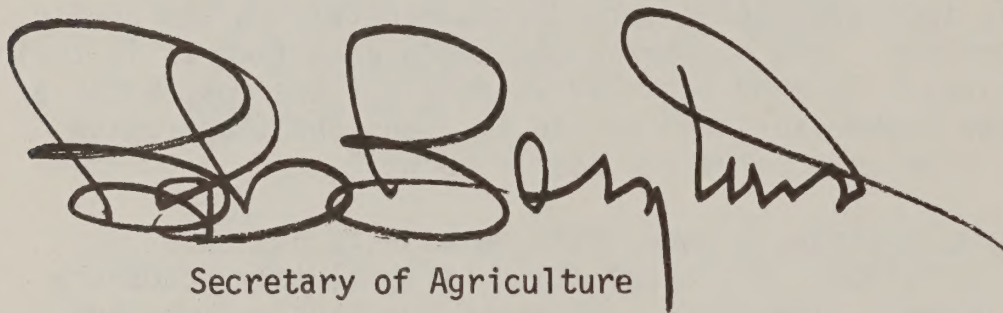
- expanding cooperative development so that every farmer has the opportunity to participate and realize the maximum benefits of joint action;
- strengthening research and technical assistance aimed at making farmers' marketing, purchasing, and service cooperatives more effective;
- promoting the knowledge of cooperative principles and practices among farmers and the general public to create better understanding of cooperative purposes and benefits;
- making full use of cooperatives in programs designed to produce sufficient income to family farmers to enable them to provide a continuing plentiful supply of food at stable and reasonable prices to consumers;

--lending money to cooperatives for electric and telephone service; and

--assisting farmers and other rural residents in developing and implementing other self-help programs that increase their income and improve their quality of life.

Therefore, I direct the administrators of all agencies to ensure their programs reflect this policy to demonstrate that the Department of Agriculture is now and always will be an advocate of cooperatives.

Secretary's Memorandum No. 1793, Revised dated July 5, 1973 is hereby repealed.

A large, stylized handwritten signature in dark ink, likely belonging to the Secretary of Agriculture mentioned in the text below it. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

Distributed By: MS, AS,
Directives Branch
A,D

May 10, 1977

SECRETARY'S MEMORANDUM NO. 1918

Program and Budget Review Board

This Board has been established to provide for systematic and coordinated policy review of budget issues and of program matters within the Department. The following are members of the Board:

Secretary, Chairman

Deputy Secretary, Vice Chairman

Assistant Secretaries

Director of Economics, Policy Analysis and Budget

The Executive Assistant to the Secretary will serve as Secretary of the Board.

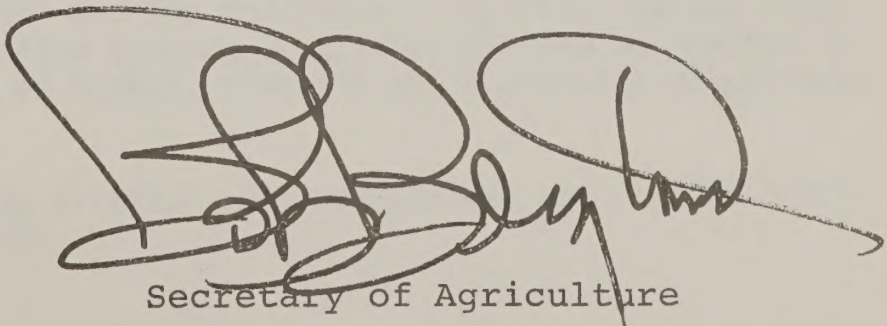
Members of the Board unable to attend meetings will be represented by their deputies.

The Budget Officer shall attend all meetings of the Board in which budgetary issues are involved, and shall provide staff support to the Board on such issues.

The Chairman may invite others to meetings of the Board as required to fully develop the subject under discussion.

The Board will meet as may be determined by the Chairman.

Secretary's Memorandum No. 1578, Revised, March 25, 1969, is hereby superseded.



Secretary of Agriculture

THE UNITED STATES OF AMERICA

DEPARTMENT OF THE INTERIOR

BUREAU OF LAND MANAGEMENT

WASH. D.C.

June 10, 1964

Dear Sir:

Reference is made to your letter of June 4, 1964, regarding the proposed acquisition of certain land in the State of California.

The Bureau has reviewed the information submitted and has determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

The Bureau has also determined that the proposed acquisition is in the public interest and that the land should be acquired.

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

Distributed By AMS, AS,
Directives Branch
A,D

May 6, 1977

SECRETARY'S MEMORANDUM NO. 1919

Designation of Position of Director of Economics, Policy Analysis and Budget and Establishment of Office of Budget, Planning and Evaluation

1. Purpose. President Carter is committed to achieving major improvements in the performance of government during the next four years. To accomplish that objective, the President intends to make a zero-base budgetary process the primary focal point for policy planning and evaluation in the national government. Zero-base budgeting will be inaugurated for all executive departments and agencies beginning with Fiscal Year 1979. Because the zero-base concept will relate budgeting more closely to policy formulation and development, it is imperative that budgetary processes be integrated and closely coordinated with policy planning and evaluation activities.

This Memorandum provides for consolidating the budgeting and policy analysis functions.

2. Director of Economics, Policy Analysis and Budget. The position of Director of Agricultural Economics is hereby redesignated as the Director of Economics, Policy Analysis and Budget.

3. Transfer of Functions, and Delegations of Authority. The following are transferred and delegated to the Director of Economics, Policy Analysis and Budget:

(a) All the programs and functions of the Director of Agricultural Economics;

(b) (1) The following positions and functions from the Office of Management and Finance;

(i) the Director and the functions transferred herein; with such administrative support as may be required to operate in the new Office of Budget, Planning and Evaluation established herein;

(ii) the Deputy Director, Program Review, and all functions reporting to him;

(iii) the Assistant Director, Planning, and all functions reporting to him;

(iv) the Deputy Director, Budget, and all functions reporting to him except those performed by the Operations Division;

(v) the Assistant Director, Management, and all functions reporting to him, exclusive of paperwork management;

(2) All activities and functions transferred to the Office of Audit pursuant to Secretary's Memorandum No. 1876 dated July 25, 1975; and

(3) The responsibilities of the Assistant Secretary for Administration relating to the above functions.

4. New Office Established. There is hereby established within the Department an Office of Budget, Planning and Evaluation to be headed by a Director. The Director is delegated the functions set forth in paragraph 3(b)(1) and (2) above.

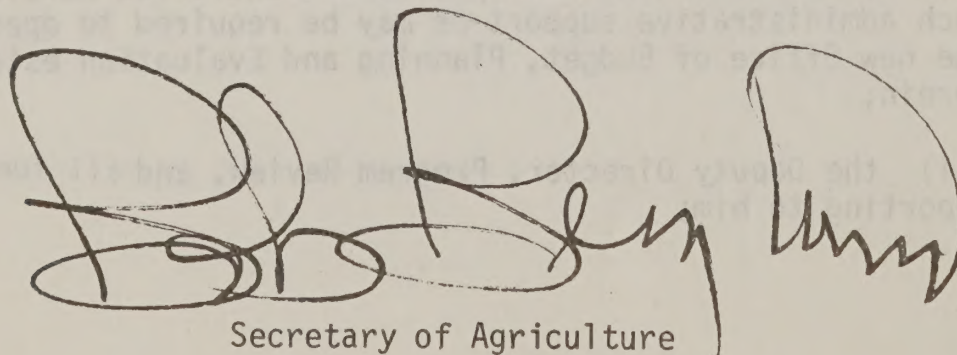
5. Agencies Reporting to Director of Economics, Policy Analysis and Budget. The Administrators of the Economic Research Service, the Statistical Reporting Service, and the Farmer Cooperative Service, and the Directors of the Economic Management Support Center and the Office of Budget, Planning and Evaluation shall report to the Director of Economics, Policy Analysis and Budget.

6. Name Change. The Office of Management and Finance is changed to the Office of Finance. ✓

7. Incidental Transfers. The Assistant Secretary for Administration shall transfer funds, records, property, space, and personnel as may be necessary to implement the provisions of this Memorandum.

8. Effect on Prior Delegations of Authority. Prior delegations and redelegations of authority not inconsistent with the provisions of this Memorandum shall remain in full force and effect.

9. Termination. The delegations of authority made in this Memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

Distributed By AMS, AS,
Directives Branch
A,D

June 3, 1977

SECRETARY'S MEMORANDUM NO. 1920

World Food and Agricultural Outlook and Situation Board

Purpose. Since 1972 the world has been marked by a tighter supply of food and other agricultural commodities. Weather conditions and other factors that vary worldwide cause production to fluctuate widely. Under such conditions, market prices are highly sensitive to reports of changes in supply-demand estimates and production forecasts.

The Department of Agriculture has a comprehensive commodity data collection system. However, the data collection and release is divided among at least three agencies, and, therefore, inconsistency among the data is possible. Furthermore, the Department's data collection system has been criticized as combining data collection and program operation, raising questions that this might affect the perceived objectivity of the data. It is the purpose of this Memorandum to enhance the consistency and reliability of all such data disseminated by the Department.

Establishment of Board. There is hereby established the World Food and Agricultural Outlook and Situation Board (Board) under the general supervision of the Director of Economics, Policy Analysis and Budget to coordinate and review all crop and commodity data used to develop outlook and situation material within the Department of Agriculture. The Board will be headed by a Chairman who will be selected on the basis of integrity and experience in the analysis of data on agricultural commodities. The Director of Economics, Policy Analysis and Budget, under the direction of the Secretary, is authorized to designate employees of the Department who shall serve as members of the Board on a part-time basis, and to appoint such full-time staff personnel as he deems necessary to carry out the responsibilities assigned in this Memorandum.

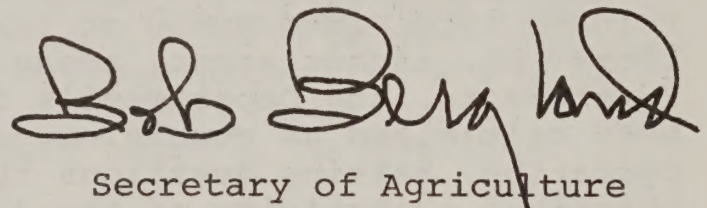
Responsibilities of World Food and Agricultural Outlook and Situation Board. The Board shall assume all functions previously carried out by the Outlook and Situation Board. The Board shall oversee and clear for consistency of analytical

assumptions and results all estimates and analyses which significantly relate to international and domestic commodity supply and demand, including such estimates and analyses prepared for public distribution by the Foreign Agricultural Service or by any other agency or office of the Department.

Transfer of Functions. There are transferred to the Board all of the functions of the Outlook and Situation Board. The Outlook and Situation Board is hereby abolished.

Incidental Transfers. The Assistant Secretary for Administration is authorized to approve such transfers of funds, records, property, space, and personnel as may be necessary to implement the provisions of this Memorandum.

Termination. The delegations of authority made in this Memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

Distributed By AMS, AS,
Directives Branch
A,D

August 29, 1977

SECRETARY'S MEMORANDUM NO. 1920, SUPPLEMENT 1

WORLD FOOD AND AGRICULTURAL OUTLOOK AND SITUATION BOARD

The delegations of authority contained in Secretary's Memorandum No. 1920, dated June 3, 1977, are hereby extended until December 1, 1977 or such earlier date as such delegations are published in the Federal Register.

A handwritten signature in black ink, appearing to read "Bob Bergland". The signature is fluid and cursive, with the first name "Bob" and last name "Bergland" clearly distinguishable.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C.

May 12, 1914

SIR: I have the honor to acknowledge the receipt of your letter of the 10th inst.

and in reply to inform you that the same has been forwarded to the proper authorities.

I am, Sir, very respectfully,

Yours very truly,

W. R. BELMONT, Secretary.

W. R. Belmont

Secretary

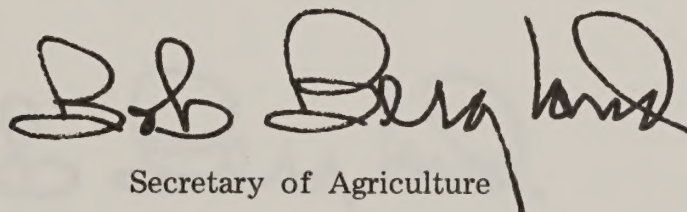
UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 6, 1977

SECRETARY'S MEMORANDUM NO. 1920, SUPPLEMENT 2

World Food and Agricultural Outlook and Situation Board

The temporary delegations of authority contained in Secretary's Memorandum No. 1920, dated June 3, 1977, and extended by Secretary's Memorandum No. 1920, Supplement 1, dated August 29, 1977 are hereby extended until March 1, 1978 or until such earlier date as permanent delegations of authority are published in the Federal Register.



Secretary of Agriculture

USDA ERS NEAD
AGRICULTURAL HISTORY
146 GHI BLDG

1

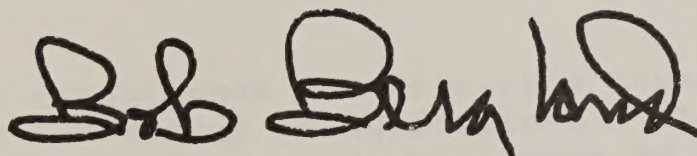
UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

February 28, 1978

SECRETARY'S MEMORANDUM NO. 1920, SUPPLEMENT 3

World Food and Agricultural Outlook and Situation Board

The temporary delegations of authority contained in Secretary's Memorandum No. 1920, dated June 3, 1977, and extended by Secretary's Memorandum No. 1920, Supplement 1, dated August 29, 1977, and Secretary's Memorandum No. 1920, Supplement 2, dated December 6, 1977, are hereby extended until May 31, 1978 or until such earlier date as permanent delegations of authority are published in the Federal Register.



Secretary of Agriculture

USDA ESCS NEAD 1
AGRICULTURAL HISTORY
146 GHI BLDG

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

Distributed By AMS, AS,
Directives Branch
A,D

July 27, 1977

SECRETARY'S MEMORANDUM NO. 1921

Secretary's Committee for Developing a USDA Strategy for Energy in Agriculture and Rural America

Background

Agriculture is energy intensive and energy dependent. About 22 percent of the total energy used in the United States is related to the production, processing, marketing and consumption of food, natural fibers and forest products.

The Nation is evolving an energy policy. It will have significant implications for agriculture and rural America. The utilization of energy and the development of new sources of energy in agriculture will be an important part of that policy.

Agriculture will need to modify its practices to make increasing use of sources such as solar energy. It will need to do its part toward contributing energy from biomass and organic residues.

Policy

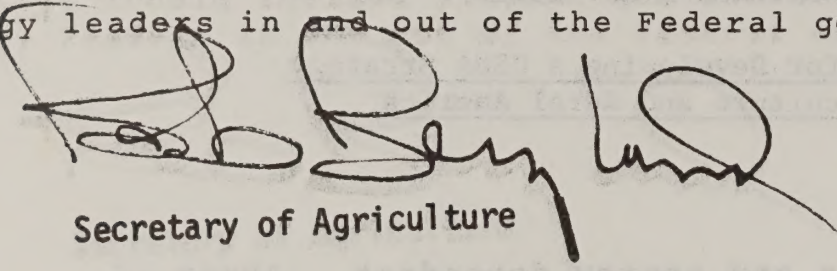
It is the policy of the Department of Agriculture to participate in and contribute to policies, programs and activities leading to the long term solution of the Nation's energy problems.

Implementation

There is hereby established a Secretary's Committee for Developing a USDA Strategy for Energy in Agriculture. The Committee, to be chaired by the Deputy Secretary, will have as its members the several Assistant Secretaries and the Director of Economics, Policy Analysis and Budget, each of whom shall have the Deputy Assistant Secretary or other official as alternate and shall designate a staff person to be a member of a Working Group for the Committee. Each member of the Committee will be expected to establish a group of agency representatives to work with and assist his or her Working Group member.

The Secretary's Committee is directed to develop a recommended Department policy, and a strategy for implementation, concerning the efficient use, conservation and development of energy resources in connection with the production, processing, marketing and consumption of food, natural fiber and forest products, and to consider and make recommendations concerning energy in relation to all parts of rural America.

The process of developing, reviewing and adopting such policy and implementing should be completed by December 15, 1977. The process should include liaison and consultation with appropriate energy leaders in and out of the Federal government.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

July 29, 1977

Distributed By AMS, AS,
Directives Branch
A,D

SECRETARY'S MEMORANDUM NO. 1922

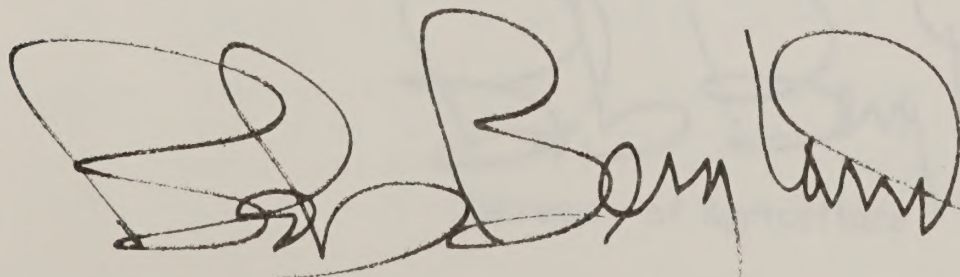
USDA Upward Mobility Program

The USDA Upward Mobility Program, established by Secretary's Memorandum No. 1662, Supplement 6, dated October 18, 1972, pursuant to the Equal Employment Opportunity Act of 1972, was first implemented in November 1973. Designed for employees in the lower grade levels in single-interval series positions located in the Washington, D.C. Metropolitan Area, the program helps employees who are presently in "dead-end" positions acquire skills and abilities which will enable them to compete for advancement to positions of greater responsibility and to achieve their highest potential. The program also is intended to improve the effective use of existing manpower resources and to develop a reservoir of talent from among the Department's current workforce to help meet future needs.

The Director of Personnel is authorized to continue operation of a coordinated Departmentwide program of adult basic education and testing, job skills training, professional education, job restructuring and employee guidance and counseling to improve skills and provide opportunities for all employees in the lower grade levels. The USDA Upward Mobility Program will consist of three major components: The General Educational Development (GED) Program, the Job Opportunities and Skills Training (JOST) Program, and The College Study Program (CSP).

The Assistant Secretaries and Director of Economics, Policy Analysis and Budget are expected to assist in achieving the purposes of the USDA Upward Mobility Program by assuring that Agencies and Offices of the Department make the necessary financial and manpower resource commitments and cooperate with the Director of Personnel in the program's implementation and operation.

This Memorandum supersedes Secretary's Memorandum No. 1662, Supplement 6, dated October 18, 1972.

A large, stylized handwritten signature in black ink, likely belonging to the Secretary of Agriculture, is written over the signature line.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

Disseminated by ARI, 251
Distributions Branch
A-1

1944 January 10

The first of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet. The first of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet. The first of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet.

The second of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet. The second of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet. The second of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet.

The third of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet. The third of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet. The third of the series of reports on the progress of the work of the Department of Agriculture in the field of soil conservation for the year 1943, is being published in the form of a booklet. This booklet is being published in the form of a booklet.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

August 15, 1977

Distributed By AMS, AS,

Directives Branch

A,D

SECRETARY'S MEMORANDUM NO. 1923

Metrication

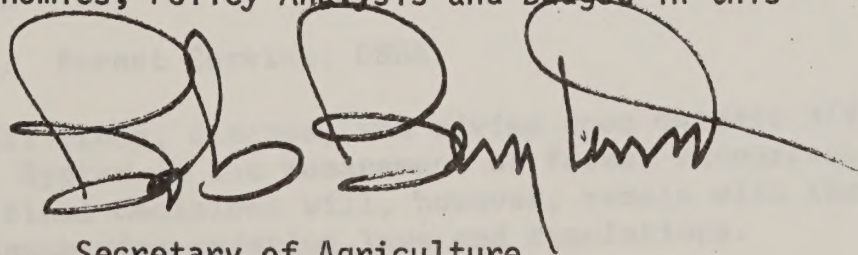
Public Law 94-168, the Metric Conversion Act of 1975, declares that the policy of the United States shall be to coordinate and plan the increasing use of the metric system. Consistent with this policy many governmental agencies and private industries have already initiated action to convert to the metric system.

This basic change in the weights and measures used in commerce will have a significant impact both on the agricultural sector and on the work of this Department. It is therefore very important that USDA policies in this area be developed on a coordinated basis so that metric conversion can be implemented expeditiously at a minimum cost, and with minimum disruption to ongoing programs.

In this regard, I am asking the Director of Economics, Policy Analysis and Budget to be responsible for:

- overall coordination of USDA actions in this area;
- issuance of such additional instructions as may be necessary for the guidance of USDA agencies;
- preparation of such reports as may be required by law or regulation;
- representation of USDA with other governmental or private organizations; and
- appointment of a Metric Coordinator and other staff as necessary to carry out these responsibilities.

I ask every agency and staff office head to cooperate fully with the Director of Economics, Policy Analysis and Budget in this effort.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

August 18, 1957

Enclosed for Mr. [Name]
Department of [Name]
A.D.

SECRETARY'S MEMORANDUM NO. 1222

Policy Section

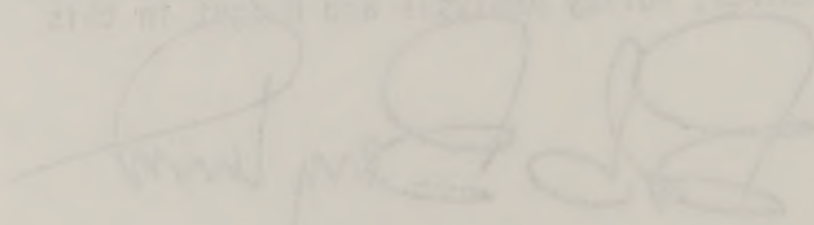
Public Law 85-624, the Food Conservation Act of 1958, declares that the policy of the United States shall be to maintain and also the increasing use of the private system. Consistent with this policy many governmental agencies and private industries have already initiated action to convert to the metric system.

This basic change in the weights and measures used in commerce will have a significant impact on the agricultural sector and on the work of this Department. It is therefore very important that USDA policies in this area be developed on a coordinated basis so that metric conversion can be implemented efficiently at a minimum cost, and with minimum disruption to existing programs.

In this regard, I am asking the Director of Economics, Policy Analysis and Budget to be responsible for:

- overall coordination of USDA action in this area;
- issuance of such additional instructions as may be necessary for the guidance of USDA agencies;
- presentation of such reports as may be required by law or regulation;
- representation of USDA with other Governmental or private organizations; and
- appointment of a Metric Commission and other staff as necessary to carry out these responsibilities.

I ask every agency and staff office to cooperate fully with the Director of Economics, Policy Analysis and Budget in this effort.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

August 30, 1977

SECRETARY'S MEMORANDUM NO. 1924

National Forest System Advisory Committee

A National Forest System Advisory Committee is hereby established for a 2-year period in compliance with Section 11 of the National Forest Management Act of 1976 (P.L. 94-588). Establishment is in the public interest in connection with duties imposed on the Department by law.

The purpose of this committee is to advise the Secretary of Agriculture on questions of policy, programs and procedures affecting the administration of the National Forest System by the Forest Service.

The committee is needed to obtain advice on such complex management situations as development, implementation, and coordination of land management plans and programs.

A balanced membership, representing a cross-section of individuals and groups interested in the planning for, and management of, the National Forest System will be appointed.

This memorandum incorporates the charter of the National Forest System Advisory Committee as follows:

Objective and Scope: The objective is to provide advice on the planning and management of the National Forest System for sustained yields of water, forage, wildlife and fish, recreation and wood. The scope is national, covering all National Forests and other lands of the National Forest System.

Time Period Necessary to Carry Out Purpose and Termination Date: Two years from charter filing date, unless the Secretary determines prior to the termination date that renewal is in the public interest.

Committee Reports to: Secretary of Agriculture

Support Provided by: Forest Service, USDA.

Duties: Members will study, discuss, and advise upon matters affecting the National Forest System on the management of forest resources. The responsibility for final decisions will, however, remain with the Secretary in accordance with existing laws and regulations.

USDA ERS NEAD
AGRICULTURAL HISTORY
146 GHI BLDG

Estimated Annual Operating Cost: \$15,000 including one-fourth man-years of staff support. Members may be reimbursed by the Forest Service for their travel and per diem expenses.

Estimated Number and Frequency of Meetings: One annually, with others at the call of the Chairman as needed, generally to be held in the Washington D.C. area.

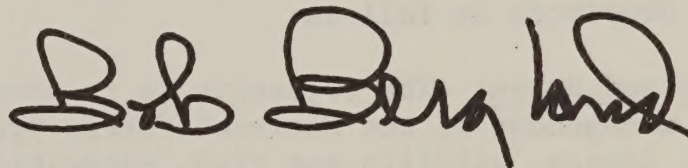
Officers and Membership: Three officers shall serve as follows:

Chairman - Secretary of Agriculture

Vice Chairman - Chief, Forest Service

Executive Secretary - Staff Assistant for the
Deputy Chief, National
Forest System

In addition to the officers, not more than 15 members shall be appointed by the Secretary of Agriculture. Membership terms shall be for 2 years. No more than two thirds of the membership may be reappointed for an additional 2-year term. No member shall serve more than three 2-year terms.

A handwritten signature in dark ink, appearing to read "Bob Dwyer". The signature is fluid and cursive, with the first name "Bob" and last name "Dwyer" clearly distinguishable.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

A,D Distribution Made by
Directives Management Staff
Administrative Services Division

March 13, 1978

SECRETARY'S MEMORANDUM NO. 1924, SUPPLEMENT 1

National Forest System Advisory Committee

The charter of the National Forest System Advisory Committee incorporated in Secretary's Memorandum No. 1924 dated August 30, 1977, and filed with Congress on September 12, 1977, is amended to include provisions of the Food and Agriculture Act of 1977 (P.L. 95-113).

The charter, as amended, follows in its entirety:

Name: National Forest System Advisory Committee. ✓

Authority: Secretary's Memorandum No. 1924 dated August 30, 1977.

Objective and Scope: The objective is to provide advice on the planning and management of the National Forest System for sustained yields of water, forage, wildlife and fish, recreation, and wood. The scope is national, covering all National Forests and other lands of the National Forest System.

Time Period Necessary to Carry Out Purpose and Termination Date: Two years from charter filing date, unless the Secretary determines prior to the termination date that renewal is in the public interest.

Committee Reports to: Secretary of Agriculture

Support Provided by: Forest Service, USDA.

Duties: Members will study, discuss, and advise upon matters affecting the National Forest System on the management of forest resources. The responsibility for final decisions will, however, remain with the Secretary in accordance with existing laws and regulations.

Estimated Annual Operating Cost: This estimate includes all private and public funds to be spent by or on behalf of the advisory committee broken down as follows. Members may be reimbursed by the Forest Service for their travel and per diem expenses.

a. Federal funds which will be used to support, directly or indirectly, the operation of the committee. \$ 3,000

b. Dollar value of the time and expenses which will be incurred by Federal Agencies and employees in assisting in the operation of the committee. \$ 10,500

c. Travel expenses, including per diem or subsistence, which will be incurred by committee members and Department employees in attending meetings of the advisory committee, including travel performed in support of the committee's operation. \$ 21,500

d. All expenses which will be paid by sources outside the Government, including, but not limited to, those paid by the committee members or their employers, corporations, organizations, associations, or labor organizations. \$ 25,000

Total Cost \$ 60,000

Total Man-years of Staff Support 1/4

Estimated Number and Frequency of Meetings: One annually, with others at the call of the Chairman as needed, generally to be held in the Washington, D.C. area.

Officers and Membership: Four officers shall serve as follows:

Chairman - Assistant Secretary for Conservation, Research, and Education

Co-Chairman - (To be elected from among the membership for a 1-year term)

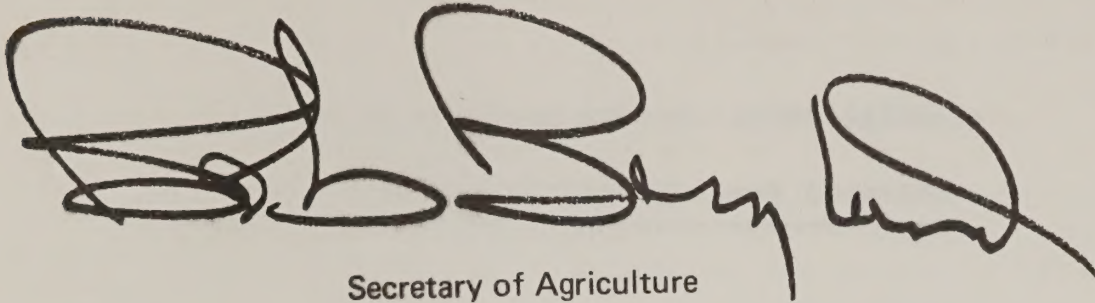
Vice Chairman - Chief, Forest Service

Executive Secretary - Staff Assistant for the Deputy Chief, National Forest System

The co-chairman will assist the chairman in developing meeting agenda and in the absence of the chairman, shall preside at meetings.

In addition to the officers, not more than 15 members shall be appointed by the Secretary of Agriculture. Membership terms shall be for 2 years. No more than two-thirds of the membership may be reappointed for an additional 2-year term. No member shall serve more than three 2-year terms.

The Chief of the Forest Service, in the absence of the Assistant Secretary, shall have authority to adjourn meetings whenever he considers adjournment to be in the public interest.

A large, stylized handwritten signature in dark ink, consisting of several loops and a long horizontal stroke.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

September 12, 1979

SECRETARY'S MEMORANDUM NO. 1924, REVISED

National Forest System Advisory Committee

The National Forest System Advisory Committee is hereby renewed in compliance with Section 11 of the National Forest Management Act of 1976 (P.L. 94-588). Renewal of this Committee is in the public interest in connection with the performance of duties imposed on the Department by law. The purpose of this Committee is to advise the Secretary of Agriculture on questions of policy, programs and procedures affecting the administration of the National Forest System by the Forest Service. The committee will serve an essential function.

To assure a balance of differing views the Committee members will be drawn from government, industry, and organizations with a common interest in the development and coordination of land management plans and programs. To the extent practicable the Committee will have an ethnic, racial, and sexual balance.

This memorandum incorporates the charter of the National Forest System Advisory Committee as follows:

Objective and Scope:

The objective is to provide advice on the planning and management of the National Forest System for sustained yields of water, forage, wildlife and fish, recreation and timber. The scope is national, covering all National Forests and other lands of the National Forest System.

Time Period Necessary to Carry Out Purpose and Termination Date:

Two years from charter filing date, unless the Secretary determines prior to the termination date that renewal is in the public interest.

Committee Reports To: The Secretary of Agriculture

Support Provided By: Forest Service, USDA

COMMITTEES (National Forest System Advisory)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

SECRETARY'S ADVISORY COMMITTEE
National Forest System Advisory Committee

The National Forest System Advisory Committee is hereby renewed in compliance with Section 41 of the National Forest Management Act of 1976 (P.L. 94-224). Pursuant to this Act, the Committee is to advise the Secretary of the Department of Agriculture on matters of policy, program and procedure affecting the administration of the National Forest System by the Forest Service. The Committee will serve an essential function.

To assure a balance of different views the Committee members will be drawn from government, industry, and private citizens with a common interest in the development and sound administration of the National Forest System. To the extent possible, the Committee will have no ethnic, racial, and sexual barriers.

This memorandum incorporates the charter of the National Forest System Advisory Committee as follows:

Objective and Scope:

The objective is to provide advice on the planning and management of the National Forest System for sustained yield of timber, forage, wildlife and fish, recreation and scenic values. The scope is national, covering all National Forests and other lands of the National Forest System.

Time Period Necessary to Carry Out Purpose and Termination Date:

Two years from charter filing date, unless the Secretary determines prior to the termination date that renewal is in the public interest.

Committee Members To: The Secretary of Agriculture

Support Provided By: Forest Service, USDA

Duties:

Members will study, discuss, and advise upon matters affecting the National Forest System on the management of forest resources. The responsibility for final decisions will, however, remain with the Secretary in accordance with existing laws and regulations.

Estimated Annual Operating Cost:

Members shall serve without pay, but with reimbursement of travel expenses and per diem for attendance at Committee functions approved by the Chairperson. Annual operating costs are estimated at \$26,500 with $\frac{1}{4}$ man-years of staff support. This estimate includes all public and private money to be spent by or on behalf of the Committee.

Federal funds which will be used to support directly the operation of the Committee	\$ 3,000.00
---	-------------

Dollar value of the time and expenses which will be incurred by Federal agencies and employees in assisting in the operation of the Committee	8,000.00
---	----------

Travel expenses, including per diem or subsistence which will be incurred by Committee members and Department employees in attending to the Committee's operation	15,000.00
---	-----------

All expenses which will be paid by sources outside the Government, including, but not limited to, those paid by the Committee members	0
---	---

Cost of processing, publishing, and distributing required reports	500.00
---	--------

Total Cost	\$ 26,500.00
------------	--------------

Total Man-year of Staff Support	$\frac{1}{4}$
---------------------------------	---------------

Estimated Number and Frequency of Meetings:

One annual meeting with others as the Chairperson deems necessary. All meetings will be open to the public.

Notes:

Members will study, discuss, and advise upon matters affecting the National Forest System on the management of forest resources. The responsibility for final decisions will, however, remain with the Secretary in accordance with existing laws and regulations.

Estimated Annual Operating Cost:

Members shall serve without pay, but with reimbursement of travel expenses and per diem for attendance at Committee meetings approved by the Chairman. Annual operating costs are estimated at \$25,000 with 5 man-years of staff support. This estimate includes all public and private money to be spent by or on behalf of the Committee.

Referred funds which will be used to support directly the operation of the Committee \$ 2,000.00

Dollar value of the time and expenses which will be incurred by referred agencies and employees in assisting in the operation of the Committee \$ 2,000.00

Travel expenses, including per diem or subsistence which will be incurred by Committee members and permanent employees in attending to the Committee's operation 12,000.00

All expenses which will be paid by sources outside the Government, including, but not limited to, those paid by the Committee members 0

Cost of processing, publishing, and distributing required reports 200.00

Total Cost \$ 26,200.00

Total Man-Year of Staff Support 5

Estimated Membership and Frequency of Meetings:

The annual meeting with others as the Chairman deems necessary. All meetings will be open to the public.

Officers and Membership: Four officers shall serve as follows:

Chairperson - Assistant Secretary for Natural Resources and
Environment

Co-Chairperson - To be elected from among the membership for
a 1-year term

Vice Chairperson - Chief, Forest Service

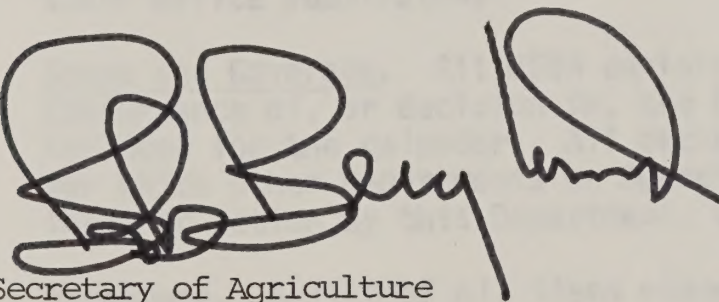
Executive Secretary - Staff Assistant for the Deputy Chief,
National Forest System

The Co-Chairperson will assist the Chairperson in developing meeting agenda and, in the absence of the Chairperson, shall preside at meetings.

In addition to the officers, not more than 15 members shall be appointed by the Secretary of Agriculture. Membership terms shall be for 2 years. No member shall serve more than three 2-year terms.

The Chief of the Forest Service, in the absence of the Assistant Secretary, shall have authority to adjourn meetings whenever he considers adjournment to be in the public interest.

Secretary's Memorandum No. 1924, dated August 30, 1977, and Secretary's Memorandum No. 1924, Supplement 1, dated March 30, 1978, are hereby superseded.



Secretary of Agriculture

Officers and membership: Four officers shall serve as follows:

Chairperson - Assistant Secretary for Internal Relations and
Chairperson

Co-Chairperson - To be elected from among the membership for
a 1-year term

Vice Chairperson - Chair, External Relations

Executive Secretary - To be elected from the membership
for a 1-year term

The Co-Chairperson will assist the Chairperson in developing meeting
agendas and, in the absence of the Chairperson, shall preside at meetings.
In addition to the Chairperson, not more than 15 members shall be appointed
by the Secretary of Administration. Members so appointed shall be for 1 year.
No member shall serve more than 4-year terms.

The Chair of the Board of Directors, in the absence of the Assistant Secretary,
shall have authority to adjust membership whenever he considers it
need to be in the public interest.

Secretary's Resolutions No. 1984, dated August 15, 1977, and Secretary's
Resolutions No. 1985, September 1, dated March 10, 1982, are hereby
repealed.



Secretary of Administration

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

A,D Distribution Made by
Directives Management Staff

September 6 1977

Administrative Services Division SECRETARY'S MEMORANDUM NO. 1925

Preparation of a Monthly Decision Calendar

Purpose. The purpose of this memorandum is to establish a system for tracking decisions of importance to the U.S. Department of Agriculture. This system will involve the development of a decision calendar.

A decision calendar makes possible a most orderly decision-making process. It is an early warning system which permits the scheduling of the time, analysis, and public participation necessary for good decisions. It will also permit the Department to respond to the White House Policy Staff requirement for a schedule of decisions important to USDA.

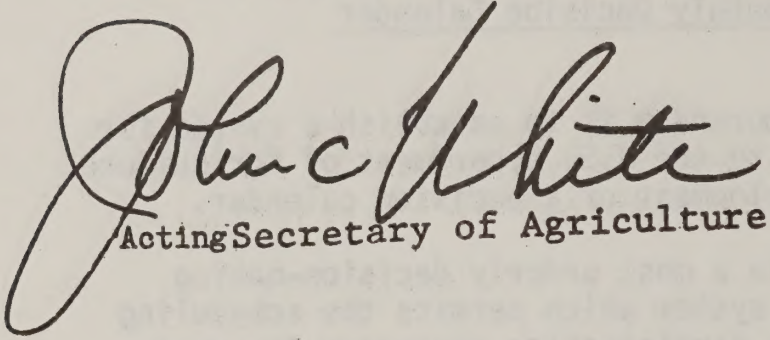
Responsibility. The Director of Economics, Policy Analysis and Budget shall have overall responsibility for the decision calendar. This includes the consolidation of data submitted by agencies and staff offices and submission of the report to the White House Policy Staff. Administrators and staff office heads are responsible for developing and maintaining the decision calendar for their agencies and offices on a current basis and reporting appropriate items to the Office of the Secretary. The Office of Budget, Planning and Evaluation will provide the necessary staff assistance including daily monitoring of the Federal Register and other appropriate documents to identify those items not included in agency and staff office submissions.

Scope and Coverage. All USDA decisions or actions which require the concurrence of, or decision in, the Office of the Secretary are to be included for the calendar. All decisions or actions at a similar level for which other Departments or Agencies are responsible, but which require input or action by this Department, are also to be included.

Procedure. A list of all items expected to require decisions during the next six months shall be developed by each agency and staff office. The initial list should be submitted to the Office of Budget, Planning and Evaluation not later than September 20 and should include items covering the period October 1 through March 30. By the 20th of each month thereafter, agencies shall update the calendar previously submitted and extend the calendar through an additional month, that is, the October 20

report should cover decisions for the period November through April. Instructions to agencies and staff offices will be issued as necessary by the Director, Economics, Policy Analysis and Budget.

Effective Date. The provisions of this Memorandum are effective immediately, and will remain in effect until repealed or superseded.



John C. White
Acting Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

September 27, 1977

SECRETARY'S MEMORANDUM NO. 1926

International Scientific and Technical Cooperation
in Food and Agriculture

Purpose. President Carter has stated his strong commitment to fulfilling basic human needs in the United States and abroad. On August 15, I reported to the President actions on international food and agriculture the Department of Agriculture will take to effect this policy. An important dimension of this effort is to harmonize the activities of this Department -- in conjunction with other governmental agencies, land-grant universities, international organizations, and other institutions -- in international scientific and technical cooperation. Accordingly, I am directing that these actions be taken effective October 1.

Special Assistant for International Scientific and Technical Cooperation. A Special Assistant for International Scientific and Technical Cooperation will be appointed in the Office of the Assistant Secretary for International Affairs and Commodity Programs. The Special Assistant will work with all elements of the Department to assure that our efforts in international scientific and technical cooperation are planned and financed effectively, are pursued vigorously, and are evaluated rigorously. The Special Assistant will advise the Assistant Secretaries, the Deputy Secretary, and me on policies, organizational arrangements, budgets, and actions to accomplish this mission. The Special Assistant will report to the Assistant Secretary for International Affairs and Commodity Programs and will perform such other duties as may be assigned by the Assistant Secretary.

International Development Staff. All authorities, functions and responsibilities currently delegated to or exercised by or through the Director of Economics, Policy Analysis and Budget pertaining to the activities of the Foreign Development Division of the Economic Research Service are hereby transferred to the Assistant Secretary for International Affairs and Commodity Programs. The authorities, functions and responsibilities transferred will be exercised through an International Development staff reporting to the Special Assistant for International Scientific and Technical Cooperation.

Other Responsibilities in International Scientific and Technical Cooperation. The following responsibilities will be transferred from the Director of Economics, Policy Analysis, and Budget to the Assistant Secretary for International Affairs and Commodity Programs:

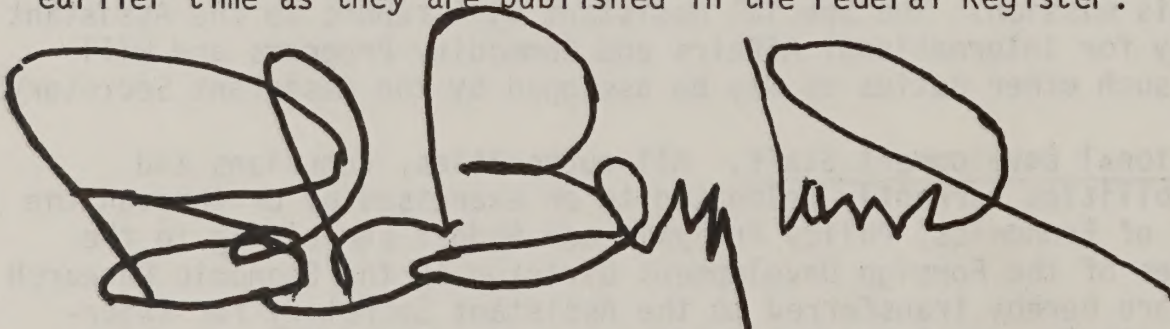
- Chairman, International Agricultural Development Committee.
- Co-chairman, International Science and Education Council.
- Alternate Representative, Development Coordination Committee.
- Liaison, Board of International Food and Agricultural Development.

Administrative Support. For an interim period administrative support for these transferred activities will continue to be provided by the Economic Management Support Center. The Assistant Secretary for International Affairs and Commodity Programs and the Director of Economics, Policy Analysis and Budget will mutually work out appropriate arrangements for continuing administrative support for these activities.

Incidental Transfers. The Assistant Secretary for Administration and the Director of Economics, Policy Analysis and Budget are authorized to approve such transfers of funds, personnel, employment authority, space, records, property and incidentals as may be necessary to implement the provisions of this Memorandum.

Existing Directives. Prior Delegations of Authority, Administrative Regulations and other directive material not inconsistent with the provisions of this Memorandum remain in effect.

Codification. The Delegations of Authority provided in this Memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.

A large, stylized handwritten signature in black ink, likely belonging to the Secretary of Agriculture mentioned in the caption below.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

October 5, 1977

SECRETARY'S MEMORANDUM NO. 1927

Reorganization of Selected Department Offices and Agencies

Background and Context. President Carter pledged that he would reorganize the Federal Government to improve management, reduce overlapping and duplication of effort, and provide better service to the American people. Over the past several months, the Assistant Secretaries and other policy executives of the Department of Agriculture have joined me in examining the organization of the Department and in deciding upon changes designed to achieve the President's reorganization goals for this Department. Some organization changes consistent with that objective have already been implemented.

The initiatives taken in this Memorandum fit together as a unit. They are based upon the single criterion that agencies and offices which have similar objectives or missions should to the extent practicable be consolidated. The consolidations occur within the Secretary's Office or within the respective areas of the Assistant Secretaries and Directors. This set of reorganizations is designed to provide opportunities for improved management of Departmental programs and policies, by focusing responsibility for similar functions in a smaller number of units and administrators.

The structural reorganization directed in this Memorandum does not preclude further realignment of functions as substantive policies of the Department and the Administration are further clarified.

2. Purpose. This Memorandum orders consolidations and mergers of functions and units in seven Departmental areas.

3. Changes Ordered. The following changes in the organization structure of the Department are hereby ordered:

USDA ERS NEAD
AGRICULTURAL HISTORY
146 GHI BLDG

1

A. In the Conservation, Research and Education area, the consolidation of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, and the National Agricultural Library to form a new Food and Agriculture Science and Education Administration is ordered. This new agency will integrate all management and administrative support activities but will maintain separate major organizational subunits for Federal and cooperative research and education activities. The position of Director of Science and Education is reactivated to direct this new agency, and the Director will report to the Assistant Secretary for Conservation, Research and Education.

B. In the Marketing Services area, the merger of the Packers and Stockyards Administration into the Agricultural Marketing Service is ordered. Functions under the Packers and Stockyards Act will continue to be carried out by a separate subunit.

C. In the Economics, Policy Analysis and Budget area, the consolidation of the Economic Research Service, the Statistical Reporting Service, the Farmer Cooperative Service, and the Economic Management Support Center to form a new Economic Research and Statistics Service is ordered. The Administrator of the new agency will report to the Director of Economics, Policy Analysis and Budget.

D. In the Rural Development area, the merger of the Farmers Home Administration and the Rural Development Service into an expanded Farmers Home Administration is ordered. This resulting agency will be designated the Farm and Rural Development Administration as soon as necessary legislative changes can be secured.

E. With respect to the Department's staff offices, the consolidation of the Office of Congressional and Public Affairs, the Office of Intergovernmental Affairs, and the Office of Communication to form a new Office of Governmental and Public Affairs is ordered. The Director of the new Office will report directly to me.

F. Also with respect to the staff offices, the disestablishment of the Office of Audit and the Office of Investigation as independent agencies and their consolidation into the recently reestablished Office of the Inspector General is ordered. As provided by Secretary's Memorandum No. 1915, March 23, 1977, the new Office will be headed by an Inspector General who will report directly to me.

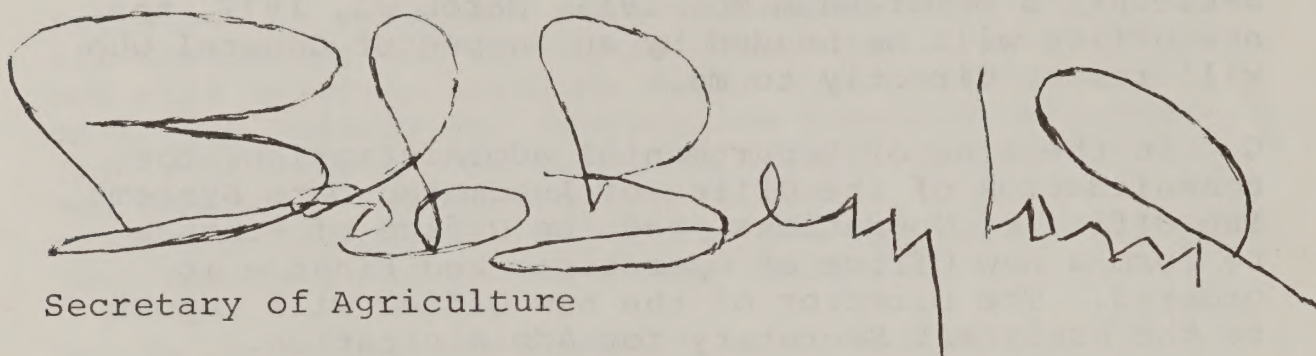
G. In the area of Departmental administration, the consolidation of the Office of Automated Data Systems, the Office of Operations, and the Office of Finance to form a new Office of Operations and Finance is ordered. The Director of the new Office will report to the Assistant Secretary for Administration.

4. Implementation. The implementation of the ordered changes shall begin immediately. The affected Assistant Secretaries, the Director of Economics, Policy Analysis and Budget, and the Director of Governmental and Public Affairs shall take such actions as are necessary to see that the changes ordered in agency structures in their respective areas of responsibility are implemented in an expeditious manner in conformance with paragraph 7. In implementing these changes, all administrative support activities, governmental and public affairs activities, and policy analysis and planning activities shall be integrated in each new or expanded office or agency so that they report directly to the agency head. I am directing Weldon Barton of my staff to coordinate and oversee these implementation actions.

5. Incidental Transfers. The Assistant Secretary for Administration and the Director of Economics, Policy Analysis and Budget are authorized to approve such transfers of funds, personnel, employment authority, space, records, property and incidentals as may be necessary to implement the provisions of this Memorandum.

6. Existing Directives. Prior delegations of authority, Administrative Regulations and other directives not inconsistent with the provisions of this Memorandum remain in effect.

7. Effective Dates. The changes ordered by this Memorandum shall be implemented within ninety days or at such earlier times as delegations of authority reflecting such changes are published in the Federal Register.

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 19, 1977

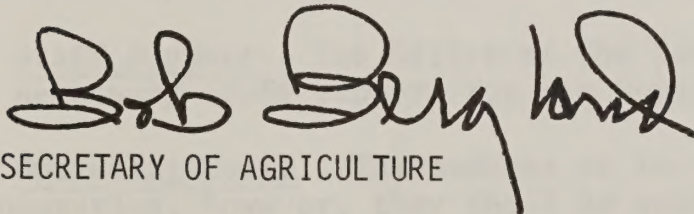
SECRETARY'S MEMORANDUM NO. 1927 SUPPLEMENT 1

Reorganization of Selected Department Offices and Agencies

In the Conservation, Research and Education area, the agency resulting from the consolidation of the Agricultural Research Service, the Cooperative State Research Service, the Extension Service, and the National Agricultural Library, which was directed in section 3.A. of the original memorandum, will be named the Science and Education Administration.

In the Economics, Policy Analysis, and Budget area, the agency resulting from the consolidation of the Economic Research Service, the Farmer Cooperative Service, the Statistical Reporting Service, and the Economic Management Support Center, which was directed in section 3.C. of the original memorandum will be named the Economics, Statistics, and Cooperatives Service.

All other provisions of Secretary's Memorandum 1927 remain in effect.


SECRETARY OF AGRICULTURE

USDA ERS NEAD
AGRICULTURAL HISTORY
146 GHI BLDG

1

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

December 10, 1977

SECRETARY'S MEMORANDUM NO. 1277-1

Reorganization of Selected Department Offices and Agencies

In the Department, Research and Extension areas, the Agency resulting from the consolidation of the Economic Research Service, the Foreign Service, the Extension Service, the Forest Service, and the National Agricultural Library, which was directed in section 2.A. of the original memorandum, will be named the Science and Education Administration.

In the Department, Policy Analysis, and Budget areas, the Agency resulting from the consolidation of the Economic Research Service, the Foreign Service, the Extension Service, the Forest Service, and the National Agricultural Library, which was directed in section 2.C. of the original memorandum will be named the Finance, Statistics, and General Services.

All other provisions of Secretary's Memorandum 1277 remain in effect.


SECRETARY OF AGRICULTURE

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

A,D Distribution Made by
Directives Management Staff
Administrative Services Division

October 14, 1977

SECRETARY'S MEMORANDUM NO. 1928

Grain Standards Act Advisory Committee

The Grain Standards Act Advisory Committee was established by Congress under the provisions of Section 1603 of the Food and Agriculture Act of 1977, P.L. 113 (Act).

A. Objectives and Scope of Activity. The Committee shall advise the Administrator, Federal Grain Inspection Service, with respect to implementation of the U.S. Grain Standards Act of 1976.

B. Membership and Duties. The Committee shall consist of twelve members appointed by the Secretary, representing the interests of grain producers, consumers, and all segments of the grain industry, including grain inspection and weighing agencies. The duties of the Committee are solely advisory.

C. Duration. As provided in Section 1603 of the Act, the Committee shall terminate on March 29, 1979 (18 months after date of enactment).

D. Meetings. An estimated five meetings per year may be called by the Chairman to perform the functions of the Committee.

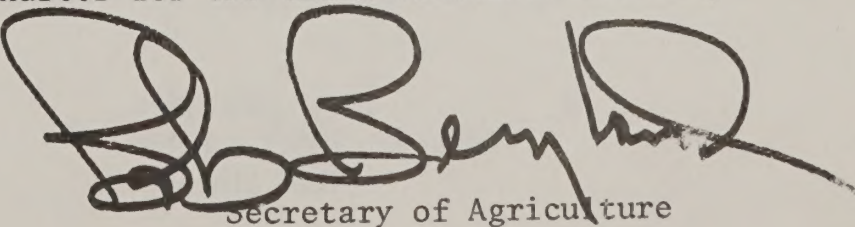
E. Staff Support. The Office of the Administrator, FGIS, shall provide the necessary staff support for the Committee.

F. Operating Costs. The members of the Committee shall serve without compensation; however, they shall be reimbursed for travel and per diem expenses in accordance with Departmental travel regulations. The estimated annual operating cost of the Committee is:

First Year	-	\$60,000	-	2.4 manyears
Second Year	-	\$48,000	-	1.9 manyears

G. Official to Whom Committee Reports. The Committee shall report to the Assistant Secretary for Marketing Services, who shall serve as Chairman. The Administrator, FGIS, shall serve as Vice Chairman and the Deputy Administrator for Program Operations, FGIS, as Executive Secretary, and be the designated FGIS employee to attend the meetings in the absence of the Chairman or Vice Chairman.

This Memorandum also serves as the charter for the Grain Standards Advisory Committee.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

October 14, 1957

A. D. Boardman, Member of
Grain Standards Act Advisory Committee
Administrative Services Division

SECRETARY'S MEMORANDUM NO. 1023

Grain Standards Act Advisory Committee

The Grain Standards Act Advisory Committee was established by Congress under the provisions of Section 1002 of the Food and Agriculture Act of 1947, P.L. 113 (Act).

A. Objectives and Scope of Activity. The Committee shall advise the Secretary, Federal Grain Inspection Service, with respect to implementation of the U.S. Grain Standards Act of 1947.

B. Membership and Duties. The Committee shall consist of seven members, appointed by the Secretary, representing the interests of grain producers, consumers, and all segments of the grain industry, including grain inspection and weighing agencies. The duties of the Committee are advisory only.

C. Duration. As provided in Section 1002 of the Act, the Committee shall continue in office 24, 1957 (18 months after date of enactment).

D. Meetings. As warranted this committee may meet as called by the Chairman to perform the functions of the Committee.

E. Staff Support. The Office of the Administrator, FGI, shall provide the necessary staff support for the Committee.

F. Operating Costs. The members of the Committee shall have no compensation; however, they shall be reimbursed for travel and per diem expenses in accordance with Departmental travel regulations. The estimated annual operating cost of the Committee is:

First Year	200,000	-	2.1 employees
Second Year	200,000	-	1.5 employees

G. Official to Whom Committee Reports. The Committee shall report to the Assistant Secretary for Marketing Services, who shall advise the Secretary. The Administrator, FGI, shall serve as Vice Chairman and the Deputy Administrator for Grain Inspection, FGI, as Executive Secretary, and he designated FGI employees to attend the meetings in the absence of the Chairman or Vice Chairman.

This Memorandum also serves as the charter for the Grain Standards Act Advisory Committee.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

December 12, 1977

SECRETARY'S MEMORANDUM NO. 1929

U.S.D.A. Policy on Management of Pest Problems

Policy. It is the policy of the U.S. Department of Agriculture to develop, practice, and encourage the use of integrated pest management methods, systems, and strategies that are practical, effective and energy-efficient. The policy is to seek adequate protection against significant pests with the least hazard to man, his possessions, wildlife and the natural environment. Additional natural controls and selective measures to achieve these goals will be developed and adopted as rapidly as possible.

Basis for Policy. A principal mission of the Department is to assure an adequate supply of high quality food and fiber and a high quality environment for the American people. The success of this mission is continually challenged by pests, such as insects, bacteria, fungi, viruses, weeds, nematodes, snails, slugs, birds, rodents and other organisms.

These pests adversely affect production, preservation and use of food, feed, and fiber; public health; marketing; domestic and wild animals; the quality of soil, water, and air; and recreation and esthetic values. Control of pests is essential to the Nation's agricultural production, overall commerce and public health. Yet, pest control can deliver undesirable as well as desired effects.

How pests are controlled affects not only agriculture, forestry and natural ecosystems, but those who utilize their products, the consumers.

Reliance on a single pest control method does not always provide lasting protection. A desirable approach is to select, integrate and use methods on the basis of anticipated economic, ecological and sociological consequences. This approach is called integrated pest management.

Effective integrated pest management has to be an integral part of the overall management of a farm, a business, or a forest. A thorough understanding of these complex operations can be accomplished by the systems approach. This approach takes full account of economic losses, risks to human health and safety, the environment, energy requirements and damage to those organisms that we do not want to affect.

The methods of integrated pest management can best be fit together with a systems approach. Highly desirable components of many integrated pest management systems include the use of diseases, predators, and parasites that attack pests; the use of sterile insects that suppress

reproduction of pests; and resistant plant varieties and livestock breeds. They also include cultural practices in raising crops, habitat management, protection of wildlife, attractants that divert and entrap pests, repellents and selective pesticides. Since some of these methods may be potentially hazardous to other than the pests, they should be evaluated carefully before and after adoption.

The Department continues to contribute in a major way to the development and expansion of the concept of integrated pest management. It recognizes that a number of levels of integration are necessary to deal with the diversity of pest problems.

These levels of pest management include:

- The integration of several procedures against a single pest;
- The integration of many methods against a complex of pests attacking a single commodity;
- The integration of many methods against a complex of pests attacking a group of commodities;
- The integration of pest management systems into crop, livestock, and forest production and marketing systems.

A pest management system is an approach in which methods and materials are chosen to control pests while minimizing undesirable results. Pest management systems are used in major pest management strategies. With existing technology, the most frequently used strategy is to manage local pest populations, such as on a field by field basis. Other major strategies are prevention, area-wide management, or elimination of pest species from defined areas.

Since pests and their ecology vary greatly from time to time and from place to place, pest management systems must be flexible and allow for local adjustments in their applications.

Implementation of Policy. The Department recognizes the need to speed the development and use of reliable integrated pest management practices. Current Department programs include basic research on biological principles and processes; research and development on control methods and systems; monitoring pest populations; and the integration, demonstration and evaluation of effective pest management systems in production, marketing and resource management practices.

USDA research, regulatory, educational, and financial assistance resources will be directed to carry out this pest management policy. The USDA Work Group on Pest Management will review and advise on the implementation of the Department's policy on pest management.

Furthermore, the Department will:

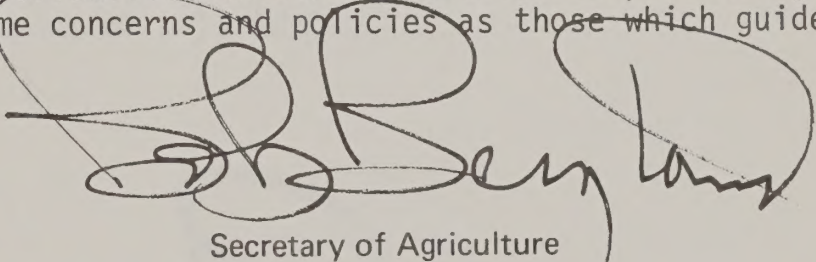
- Give special emphasis to the development and use of efficient and environmentally acceptable integrated pest management

systems. It will select all methods including pesticides for use in its pest management programs on the basis of their appropriateness and relative safety;

- Conduct and support cooperative research on: (1) development and use of resistant crops and livestock, beneficial organisms, cultural methods, selective biological and chemical pesticides, other innovative methods, and systems for integrating these elements; (2) basic and theoretical biology of pests to stimulate innovations potentially useful in managing pests; and (3) the economics of pest management methods, systems and strategies including research on the feasibility of insurance against risk of losses;
- Conduct cooperative projects which demonstrate the latest in pest management technology and expand pest management education and technical assistance for homeowners, farmers, ranchers, and woodland owners;
- Improve coordination among Departmental agencies with other federal, state, and private organizations and agencies, and with interested people and groups to develop and encourage the use of pest management systems;
- Assist the Environmental Protection Agency and industry in facilitating the development and registration of selective pesticides needed in pest management programs.

In carrying out its pest management policy, the Department will be mindful of the interests and needs of all segments of society, including those interested in households, gardens, small farms, commercial farms, forestry, food and fiber handling, transportation, storage, and marketing enterprises.

The Department, in its involvement with other countries in pest management, will be guided by the same concerns and policies as those which guide its domestic programs.



Secretary of Agriculture

1. The first part of the report deals with the general situation of the country and the position of the various groups.

2. The second part of the report deals with the economic situation and the position of the various groups.

3. The third part of the report deals with the social situation and the position of the various groups.

4. The fourth part of the report deals with the political situation and the position of the various groups.

5. The fifth part of the report deals with the cultural situation and the position of the various groups.

6. The sixth part of the report deals with the international situation and the position of the various groups.

7. The seventh part of the report deals with the future of the country and the position of the various groups.

8. The eighth part of the report deals with the conclusion of the report and the position of the various groups.

9. The ninth part of the report deals with the appendix and the position of the various groups.

10. The tenth part of the report deals with the index and the position of the various groups.

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 27, 1977

SECRETARY'S MEMORANDUM NO. 1930

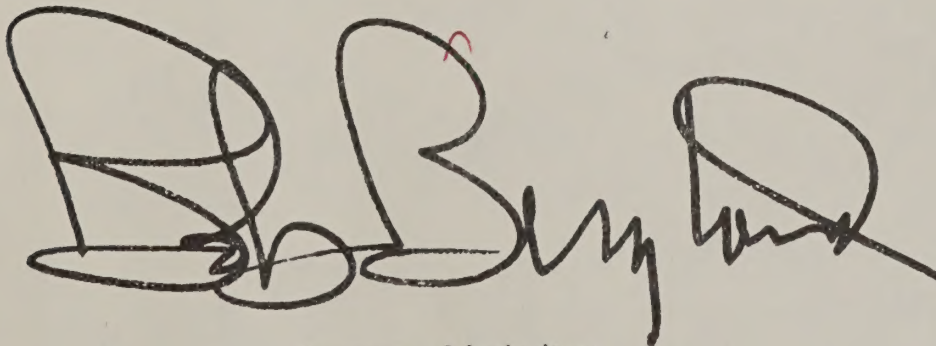
Soil and Water Resources Conservation Act

The Assistant Secretary for Conservation, Research and Education is assigned Department leadership in carrying out the provisions of the Soil and Water Resources Conservation Act (Public Law 95-192).

The purpose of the Act is to assure that the conduct of the Department's programs for the conservation of soil, water, and related resources is responsive to long-term needs of the Nation.

The Act requires an appraisal on a continuing basis of the Nation's soil, water, and related resources and the development of a soil and water conservation program to be used as a guide in carrying out the activities of the Soil Conservation Service. An annual report to Congress expressing the extent to which these programs meet Department policy and a report to accompany the budget which evaluates the soil and water conservation program's effectiveness in meeting the purposes of the Act are also required.

The Assistant Secretary for Conservation, Research and Education and the Director, Economics, Policy Analysis and Budget are authorized to use the services of agencies of the Department as they may deem proper in carrying out the Department's functions under this Act.

A large, stylized handwritten signature in black ink, likely belonging to the Secretary of Agriculture mentioned in the text below.

Secretary of Agriculture

USDA ERS NEAD
AGRICULTURAL HISTORY
146 GHI BLDG

1

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 27, 1977

SECRETARY'S OFFICE

Soil and Water Resources Conservation Act

The Assistant Secretary for Conservation, Research, and Education is assigned primary responsibility for carrying out the provisions of the Soil and Water Resources Conservation Act (Public Law 95-197).

The purpose of this Act is to provide that the Secretary of the Department is authorized to carry out a program for the conservation of soil, water, and related resources in response to the needs of the Nation.

The Act provides for a continuing basis of the Nation's soil, water, and related resources and the development of a soil and water conservation program as a guide to carrying out the activities of the Soil Conservation Service. The Act also provides for the establishment of a fund to carry out the program and a fund to carry out the program which includes the soil and water conservation program. A determination is made in the interest of the Act and the Secretary is authorized to carry out the program.

The Assistant Secretary for Conservation, Research, and Education and the Director, Research, Conservation, and Education are authorized to carry out the provisions of the Act and the Secretary is authorized to carry out the program.

